



BROWARD COMMUNITY COLLEGE

STUDENT HANDBOOK

1996 - 97



BROWARD COMMUNITY COLLEGE

Office of the President • Fort Lauderdale Center • (305) 761-7401

Dear Student:

Welcome to Broward Community College! We are very pleased that you have selected our college to help you reach your goals and we will work hard to convince you that you made the right choice.

Broward Community College is a vigorous institution with a proven performance record more than 35 years. We offer programs for those students planning to transfer to upper-division institutions, for others who plan to pursue and continue careers in this area, and for those seeking personal enrichment or professional improvement. We have gained a national reputation as a leading urban, comprehensive community college serving the diverse higher education needs of Broward County.

Broward Community College is a teaching institution, and facilitating your individual learning is our most important concern. We encourage you to call on us to assist you in every possible way as you pursue your higher education objectives. Please make sure that you use the resources available to you as a student at BCC. We want to help assure your success.

On behalf of the entire College family, let me extend a most cordial welcome. Together, we can make your college experience a pleasant and rewarding one.

I look forward to seeing you on campus.

Sincerely,

Willis Holcombe
President

jhw



A. HUGH ADAMS CENTRAL CAMPUS

3501 Southwest Davie Road
Davie, FL 33314

NORTH CAMPUS

1000 Coconut Creek Boulevard
Coconut Creek, FL 33066

DOWNTOWN CENTER

225 East Las Olas Boulevard
Fort Lauderdale, FL 33301

JUDSON A. SAMUELS SOUTH CAMPUS

7200 Hollywood/Pines Boulevard
Pembroke Pines, FL 33024

this book belongs to

| | |
|------------|-----|
| Name | |
| Address | |
| City | |
| State | Zip |
| Home Phone | |
| Work Phone | |

Please consult the pages in the back of the book for more specific information regarding listed activities.

All events paid for by Student Activities Fees.

Current BCC ID required for all events.

For More Information Call:

North 973-2325

South 963-8973

Central 475-6961

FLC 761-7589

MASCOT
Seahawk

COLLEGE COLORS
Blue and White



ALMA MATER

Broward Gracious Alma Mater.
We thy name revere.

May each noble son and daughter cherish thine honor dear,
May thy lamp be ever bright guiding us to truth and light.
As a beacon o'er dark water.
This is for thee our prayer.

May the years be kind to Broward.
May she grow in fame,
May her children fail her never.
True to her beacon flame,
May her spirit brave and strong honor right and conquer wrong.
This is the burden of our song.
Ever her truth proclaim.



Introduction

The Student Handbook of Broward Community College is published each summer by the Student Life Office. Its purpose is to provide you with a reference for activities, program, services, policies and procedures.

BCC's faculty and staff work closely together to aid students in reaching their educational goals. As you further your education at BCC, Student Life anticipates that your handbook will help you stay organized and reminds you to stop and enjoy college life.

BCC offers its students a wide variety of clubs and organizations, as well as programs and services. It is important to the Student Life Department to inform students, new and returning, about the great opportunities available to them when they get involved. Make every effort you can to introduce yourself to others. Meet professors, deans, and academic advisors — you will be glad you did!

The information in your Student Handbook should be used in conjunction with the College Catalog.

Attention Students With Disabilities

Students with documented disabilities wishing to participate in a Student Life sponsored event should contact their campus Disability Services Advisor or Student Life Coordinator to ensure necessary accommodations for the program or facility.

DISABILITY SERVICES

South 963-8913
North 973-2313
Central 475-6569
FLC 761-7555

DEAF SERVICES

475-6766
423-6445 (TDD)

STUDENT LIFE OFFICES

North 973-2325
Central 475-6961
South 963-8973
FLC 761-7589

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BCC

Hotlines Numbers

| | North | Central | South | Downtown Center |
|-------------------------------|----------|----------|----------|--------------------|
| Admissions | 973-2245 | 475-6874 | 963-8838 | 761-7465 |
| Advisement | 973-2305 | 475-6523 | 963-8875 | 761-7491 |
| Bailey Hall | | 475-6884 | | |
| BCC Emergency Hotline | | 476-4900 | | |
| Bookstore | 973-2224 | 475-6830 | 963-8805 | 355-5204 |
| Bursar's Office | 973-2213 | 475-6545 | 963-8830 | 761-7418 |
| Career Center | 973-2272 | 475-6612 | 963-8865 | 761-7491 |
| Computer Lab | 973-2255 | 475-6715 | 963-8887 | |
| Communications | 973-2370 | 475-6558 | 963-8986 | |
| Continuing Education | 973-2204 | 475-6566 | 963-8815 | 761-7555 |
| Community Connection | 968-2437 | 475-6981 | | 761-7588 |
| Disabled Services | 973-2313 | 475-6527 | 963-8913 | 761-7555 |
| English | 973-2385 | 475-6637 | 963-8904 | |
| FAU Broward | | 236-1000 | | |
| FIU Broward | | 236-1500 | | |
| Financial Aid | 973-2230 | 475-6573 | 963-8846 | 761-7580 |
| Foreign Languages Lab | 973-2370 | 475-6558 | | |
| Honors Institute | 973-2236 | 475-6613 | 963-8873 | |
| International Student Affairs | 973-2207 | 475-6528 | 963-8996 | |
| Job Placement | 973-2282 | 475-6612 | 963-8866 | |
| Learning Resources | 973-2260 | 475-6660 | 963-8909 | 761-7595 |
| Library | 973-2250 | 475-6648 | 963-8825 | |
| Math Lab | 973-2391 | 475-6645 | 963-8920 | |
| Mentor Program | 973-2353 | 475-6584 | 963-8875 | |
| The Observer | 973-2337 | 475-6700 | | |
| Omni Auditorium | 973-2249 | | | |
| Open College | | 475-6564 | | |
| P'an Ku | | | 963-8858 | |
| PAR Registration | | 467-3660 | | |
| Planetarium | | 475-6581 | | |
| Reading Lab | 973-2392 | 475-6558 | 963-8909 | |
| Registration | 973-2240 | 475-6865 | 963-8835 | 761-7465 |
| Security | 973-2229 | 475-6626 | 963-8811 | 761-7419 |
| Student Affairs | 973-2300 | 475-6520 | 963-8903 | 761-7486 |
| Student Life | 973-2325 | 475-6961 | 963-8973 | 761-7589 |
| Student Success | | 475-6570 | | |
| Veterans Affairs | 973-2209 | 475-6554 | 963-8868 | |
| Weekend College | | 475-6564 | | |
| Writing Lab | 973-2279 | 475-6596 | | |

College Calendar 1996-1997

TERM I (9671)

| | Term I Aug 26-Dec 19 | Term IA Aug 26-Oct 19 | Term IB Oct 21-Dec 19 | Term IC Sept 19-Dec 14 |
|---|-------------------------|--------------------------|--------------------------|---------------------------|
| REGISTRATION AND ADVISEMENT | | | | |
| 1. Pre-Registration (Graduation Candidates)* | Jun 3-Aug 16 | Jun 3-Aug 21 | Jun 3-Oct 16 | Jun 3-Sept 16 |
| 2. Registration: Continuing Students | Jun 7-Aug 16 | Jun 7-Aug 21 | Jun 7-Oct 16 | Jun 7-Sept 16 |
| 3. Registration: New/Re-Entry Students | Jun 17-Aug 16 | Jun 17-Aug 21 | Jun 17-Oct 16 | Jun 17-Sept 16 |
| 4. Senior Citizens, Space Available | Aug 23 | Aug 23 | Oct 18 | Sept 18 |
| 5. Late Registration Begins | Aug 19 | Aug 22 | Oct 17 | Sept 17 |
| 6. CLASSES BEGIN 8:00 AM | Aug 26 | Aug 26 | Oct 21 | Sept 19 |
| 7. Weekend College Classes Begin** | Aug 30 | | | Sept 20 |
| 8. Last Day For Drop and Last Day for 100% Refund*** | Aug 30 | Aug 28 | Oct 23 | Sept 25 |
| HOLIDAY (Labor Day) No classes day or evening | Sept 2 | Sept 2 | | |
| HOLIDAY (Fall Holiday) No classes day or evening | Sept 23 | Sept 23 | | |
| LAST DAY TO WITHDRAW FROM COLLEGE PREP**** | Oct 21 | Sept 19 | Nov 18 | Oct 29 |
| MIDTERM | Oct 22 | Sept 20 | Nov 19 | Oct 30 |
| LAST DAY TO WITHDRAW FROM ANY CLASS | Oct 29 | Sept 25 | Nov 21 | Nov 6 |
| LAST DAY TO CHANGE FROM CREDIT TO AUDIT***** | Oct 29 | Sept 25 | Nov 21 | Nov 6 |
| HOLIDAY (Veterans Day) No classes day or evening | Nov 11 | | Nov 11 | Nov 11 |
| HOLIDAY (Thanksgiving) No evening classes | Nov 27 | | Nov 27 | Nov 27 |
| No classes day or evening | Nov 28-30 | | Nov 28-30 | Nov 28-30 |
| LAST DAY OF CLASSES | Dec 19 | Oct 19 | Dec 19 | Dec 14 |
| FINAL EXAMINATIONS | Dec 13-19 | Last Class Meeting | Last Class Meeting | Dec 10-14 |
| GRADUATION | Dec 20 | Dec 20 | Dec 20 | Dec 20 |
| GRADES DUE IN THE CAMPUS | | | | |
| REGISTRATION OFFICE BY 12:00 Noon | Dec 20 | Oct 21 | Dec 20 | Dec 20 |

*Special registration for students within 15 hours (or less) of degree completion.

**Weekend College has a separate Calendar on Page 14.

***Last day to withdraw from College Prep Classes and not have enrollment in class counted as an attempt.

****Last day to withdraw from College Prep Classes and not receive a failing grade.

*****Students wishing to change from credit to audit after the drop period has ended, must receive permission.

Late Registration fee (\$25.00) assessed if registration was initiated after the start of Late Registration Period.

International Students should refer to Page 16 for additional information regarding Admission Deadlines.

College Offices will be closed from December 23rd through January 1st. Late Registration by telephone (PAR), will be available on December 26th, 27th, and 30th.

NOTE: TERM I: Friday evening and Saturday classes will have final examinations on December 13th and 14th.

NOTE: Refunds permitted if withdrawals are done prior to the second class meeting for short courses that meet less than eight weeks.

College Calendar 1996-1997

TERM II (9672)

| | Term II Jan 6-May 2 | Term IIA Jan 6-Mar 1 | Term IIB Mar 3-May 2 | Term IIC Feb 6-May 1 |
|---|------------------------|-------------------------|-------------------------|-------------------------|
| REGISTRATION AND ADVISEMENT | | | | |
| 1. Pre-Registration (Graduation Candidates)* | Nov 1-Dec 20 | Nov 1-Dec 20 | Nov 1-Feb 27 | Nov 1-Feb 3 |
| 2. Registration: Continuing Students | Nov 7-Dec 20 | Nov 7-Jan 2 | Nov 7-Feb 27 | Nov 7-Feb 3 |
| 3. Registration: New/Re-Entry Students | Nov 15-Dec 20 | Nov 15-Jan 2 | Nov 15-Feb 27 | Nov 15-Feb 3 |
| 4. Senior Citizens, Space-Available | Jan 3 | Jan 3 | Feb 28 | Feb 5 |
| 5. Late Registration Begins | Dec 26 | Jan 3 | Feb 28 | Feb 4 |
| 6. CLASSES BEGIN 8:00 AM | Jan 6 | Jan 6 | Mar 3 | Feb 6 |
| 7. Weekend College Classes Begin** | Jan 10 | | | Feb 7 |
| 8. Last Day for Drop and Last Day for 100% Refund*** | Jan 10 | Jan 8 | Mar 5 | Feb 11 |
| HOLIDAY (Martin L. King, Jr. Birthday) No classes day or evening | Jan 20 | Jan 20 | | |
| COLLEAGUE RECOGNITION DAY No classes day or evening | Jan 3 | Jan 3 | | |
| LAST DAY TO WITHDRAW FROM COLLEGE PREP**** | Mar 3 | Jan 31 | Apr 3 | Mar 14 |
| MIDTERM HOLIDAY (Spring Break) | Mar 4 | Feb 3 | Apr 4 | Mar 17 |
| LAST DAY TO WITHDRAW FROM ANY CLASS | Mar 24-29 | | | Mar 24-29 |
| LAST DAY TO CHANGE FROM CREDIT TO AUDIT***** | Mar 10 | Feb 4 | Apr 9 | Mar 20 |
| LAST DAY OF CLASSES | Mar 10 | Feb 4 | Apr 9 | Mar 20 |
| FINAL EXAMINATIONS | May 2 | Feb 28 | May 2 | May 1 |
| | Apr 28-May 2 | Last Class | Last Class | Apr 28-May 1 |
| | | Meeting | Meeting | |
| GRADUATION | May 6 | May 6 | May 6 | May 6 |
| GRADES DUE IN THE CAMPUS | | | | |
| REGISTRATION OFFICE BY 3:00 PM | May 6 | Feb 28 | May 6 | May 6 |

*Special registration for students within 15 hours (or less) of degree completion.

**Weekend College has a separate Calendar on Page 14.

***Last day to withdraw from College Prep Classes and not have enrollment in class counted as an attempt.

****Last day to withdraw from College Prep Classes and not receive a failing grade.

*****Students wishing to change from credit to audit after the drop period has ended, must receive permission.

Late Registration fee (\$25.00) assessed if registration was initiated after the start of Late Registration Period.

International Students should refer to Page 16 for additional information regarding Admission Deadlines.

College Offices will be closed from December 23rd through January 1st. Late Registration by telephone (PAR) will be available on December 26th, 27th, and 30th.

NOTE: Refunds permitted if withdrawals are done prior to the second class meeting for short courses that meet less than eight weeks.

College Calendar 1996-1997

TERM III (9673)

| | Term III May 8-Aug 8 | Term IIIA May 8-Jun 20 | Term IIIB Jun 26-Aug 8 |
|--|-------------------------|---------------------------|---------------------------|
| REGISTRATION AND ADVISEMENT | | | |
| 1. Pre-Registration (Graduation Candidates)* | Mar 13-May 1 | Mar 13-May 5 | Mar 13-June 23 |
| 2. Registration: Continuing Students | Mar 19-May 1 | Mar 19-May 5 | Mar 19-Jun 23 |
| 3. Registration: New and Re-Entry Students | Mar 31-May 1 | Mar 31-May 5 | Mar 31-Jun 23 |
| 4. Senior Citizens, Space Available, Registration | May 7 | May 7 | June 25 |
| 5. Late Registration Begins | May 2 | May 6 | Jun 24 |
| 6. CLASSES BEGIN 8:00 AM | May 8 | May 8 | Jun 26 |
| 7. Weekend College Classes Begin** | May 9 | | |
| 8. Last Day for Drop and Last Day for 100% Refund*** | May 14 | May 12 | Jun 30 |
| HOLIDAY (Memorial Day) No classes day or evening | May 26 | May 26 | |
| LAST DAY TO WITHDRAW FROM COLLEGE PREP**** | Jun 19 | May 28 | July 16 |
| MIDTERM | Jun 20 | May 29 | July 17 |
| SUMMER HOLIDAY No classes day or evening | Jun 21-25 | | |
| LAST DAY TO WITHDRAW FROM ANY CLASS | Jun 26 | Jun 2 | July 21 |
| LAST DAY TO CHANGE FROM CREDIT TO AUDIT***** | Jun 26 | Jun 2 | July 21 |
| HOLIDAY (Independence Day) No classes day or evening | July 4 | | July 4 |
| LAST DAY OF CLASSES | Aug 8 | Jun 20 | Aug 8 |
| FINAL EXAMINATIONS | Last Class Meeting | Last Class Meeting | Last Class Meeting |
| GRADES DUE IN THE CAMPUS | | | |
| REGISTRATION OFFICE BY 3:00 PM | Aug 8 | Jun 20 | Aug 8 |

Alternate Friday classes are divided as follows:

IIIA

Monday and Wednesday classes will meet on May 9, May 23, June 6, 1997.
Tuesday and Thursday classes will meet on May 16, May 30, and June 13, 1997.

IIIB

Monday and Wednesday classes will meet on June 27, July 18, and August 1, 1997.
Tuesday and Thursday classes will meet on July 11, July 25, and August 8, 1997

*Special registration for students within 15 hours (or less) of degree completion.

**Weekend College has a separate Calendar on Page 14.

***Last day to withdraw from College Prep Classes and not have enrollment in class counted as an attempt.

****Last day to withdraw from College Prep Classes and not receive a failing grade.

*****Students wishing to change from credit to audit after the drop period has ended, must receive permission.

Late Registration fee (\$25.00) assessed if registration was initiated after the start of Late Registration Period.

International Students should refer to Page 16 for additional information regarding Admission Deadlines.



Student Affairs

Student Life

Rights & Responsibilities





STUDENT AFFAIRS

Broward Community College welcomes you and hopes that you will use your time, talents, and efforts while here to become successful in all your endeavors. We, the Student Affairs staff, faculty, and administration will help you to develop and achieve your goals. Student Affairs has unique services and functions to provide students with a total package of information, assistance, and enrichment.

Administration

| | |
|----------------------------------|---|
| Dr. George Young..... | Vice President for Student Affairs Downtown Center, 761-7486 |
| Ms. Judith Berson..... | Associate Vice President for Student Affairs Downtown Center, 761-7495 |
| Ms. Debbie Sloan (Interim)..... | Dean of Students Affairs North Campus Bldg. 48 Room 312, 973-2300 |
| Dr. Stan Mitchell (Interim)..... | Dean of Student Affairs Central Campus Bldg. 7 Room 250, 475-6520 |
| Dean Susan Malter..... | Dean of Student Affairs South Campus Bldg. 71 Room 246, 963-8903 |

Take advantage of our services, people, and resources available for your benefit. Doors are open wherever you go, so stop by for information, advice, help in making academic, personal, and career decisions - and if the "going gets tough," a helping hand will always be available. Have a great year and future at BCC.

Academic Advisement

All first-time in college students must attend orientation. During orientation the admission, registration, and testing process will be explained. Students will then be tested for English, Reading, and Math. Afterwards students will have their test results assessed by an Academic Advisor before they register.

What is the difference between the A.A. and A.S. degree?

An A.A. or Associate of Arts degree is a two-year general education degree which allows the student to transfer to an upper level college or university to complete a Bachelor's degree (4 year degree). An A.S. or Associate of Science degree is a two-year degree which prepares students for a career that requires study beyond the high school level but does not require a four-year degree.



Will there be an advisor assigned to me?

No. All of the advising is done on a walk-in basis. However, once you have met with a specific advisor, you can continue to see that individual.

Will I be able to get a copy of my transcript to monitor my progress?

Yes. You can obtain a transcript from Advisement, either from your advisor during a meeting, or by showing a picture I.D. at the Advisement office. Students can also get a copy of their transcript from the self-registration terminals that are located in Registration.

Am I allowed to make my own schedule and discuss it with my advisor?

Yes. You may schedule your own times and days of classes based on the master course schedule which you should discuss with your advisor. Students must meet course pre-requisites where applicable.

How do advisors determine the courses I need and where do they obtain the information?

The advisors have "Suggested Course Outlines" and also refer to transfer manuals from the state universities, depending on your major and where you will be transferring to.

When should I declare a major?

As soon as possible upon entering Broward Community College.

Transferring: Getting through the maze**What do I do at BCC?**

1) It is to your advantage to complete the requirements for the A.A. degree at BCC and meet the elective requirements of the university you will be transferring to. Transferring **without** your A.A. degree may result in loss of credits at the receiving university or college. **You will be required to meet their program requirements.**

2) **Caution:** Some universities or colleges have **different** requirements for the same major! Check with the **Career Center or Advisement Office** for access to the appropriate **University Counseling Manual or Catalog** for a list of these requirements.

3) Pick up an **Admission Application** for the Florida universities in any Student Affairs office. You should submit your application up to 12 months before you plan to enter the transfer institution. **Check the application for deadlines at your selected institution** as they all vary.

4) In addition check out:

- Financial Aid:** A separate application is required. If you receive financial aid from BCC, you need to have a Financial Aid Transcript sent to your transfer institution. Financial aid has separate deadlines for admission to the university. If you miss these deadlines you may not get financial aid.

- Housing:** Check out both on and off-campus housing. You must be accepted by the institution before you can apply for campus housing. Check for deadlines.

- Quota-limited access programs:** After you are accepted by the University, you have to be accepted by a College within the University. Some colleges have additional admission requirements such as: applications, GPA, etc. These are generally quota-limited access programs with additional criteria and conditions specified in the **catalog and counseling manual**.

5) Expect to wait three to four weeks to hear from the university. If you don't receive notice, check with the **University Liaison Officer** listed in this handbook.

6) During your last term at BCC, request transcripts from each institution you have attended. You must have an **original transcript** from *each* college you have attended sent to the university.

7) Call or write the **Community College University Liaison Office** if you have problems or concerns on transferring to another institution. For each contact with the transfer institution, keep a written record of the name of the person with whom you spoke, as well as the type of information requested. Keep a copy of all letters you send.

8) **Attend the Orientation Program** if one is offered; it will be valuable. At some universities this session is mandatory.

9) Complete the College Level Academic Skills Test (CLAST) during or before your final term at BCC.

Community College Liaison Offices

Florida A & M University
Mr. Rudolph Slaughter
Director of High School
and Community College
Relations (904) 599-3512

University of Central Florida
Dr. Travis Spaulding
Director of Community
College Relations
(407) 823-2231

Florida Atlantic University
Mr. D. Blair Thornburn,
Director of Community
College Relations
(407) 367-2858

Florida State University
Ms. Alice Robinson
Director of Community
College/Interinstitutional
Relations (904) 644-3246

Florida International University
Ms. Sue Lynch
Director of Community College
Relations (305) 919-5701
BCC-Davie Admissions
(954) 475-4150



A Member of the State University System of Florida

University of North Florida
Dr. Janice Joy
Director of Articulation and
Community College Relations
(904) 646-2466

University of South Florida
Dee Thomas-Porter
Adult and Transfer Service
Student Services
(813) 974-5381

University of Florida
Dr. Barbara Keener
Dean of Academic
Affairs for Community
College Relations
Call Admission Office

University of West Florida
Mr. Peter Metarkio
(904) 474-3387

International Student Advisors

| | | |
|----------------|--------------------------------|----------|
| North Campus | Mihaela Matian..... | 973-2307 |
| Central Campus | Elena Silverstein-Starson..... | 475-6951 |
| | Lydia Case..... | 475-6526 |
| FLC | Benedicte Carlomagno..... | 475-6526 |
| South Campus | Denise Brown..... | 963-8938 |



Student Success

Student Success provides those comprehensive support programs and activities that will increase student retention and enhance student persistence from entry into college to the completion of the student's educational, personal, and career aspirations.

Through Student Success, students receive career, academic and personal counseling, CLAST preparation, individualized programmed learning center experiences, tutoring, financial aid information, group support sessions, work study placement and the like.

Student Success has a special component, the Mentor Program, geared toward the successful retention of minority students. The College considers it to be one of the most important examples of our concern for the success of minority students.

The Mentor Program

The Mentor Program promotes the achievement of a quality education while providing a nurturing environment that helps students reach their full potential. The program offers a myriad of student support services to assist students in accomplishing their goals. The following are a few of these services:

- Pairing with a Mentor (Friend)
- Mentee/Mentor Retreats
- Free Tutoring
- Computerized Scholarships Location Service
- College Success Skills Workshops
- Scholarship Information/Referral
- Referrals for Academic Advisement, Counseling, Career Services, Financial Services, etc.
- Specialized Lecture/Workshops
- Study/Support Groups
- Leadership Retreats

What is a Mentor?

A Mentor is an experienced and concerned advisor, as well as a genuine friend concerned with helping Mentees (students) achieve their goals.

Who are the Mentors?

The Mentors who participate in the program are BCC administrators, faculty, staff and community members who volunteer to share their time and expertise to help students achieve academic and personal success.

Who should request a Mentor?

Any student who wishes to enrich his/her educational experience and develop a unique relationship with a BCC administrator, faculty, staff or community member.

How are students (Mentees) matched with Mentors?

Generally students are matched with Mentors according to their career discipline. Matches are also made based on recommendations from both the Mentor and Mentee and on the compatibility of both.



Additional information can be obtained by calling one of the coordinators.

| Mentor Program Coordinators | |
|-----------------------------|--------------------------------------|
| North Campus | Evette Luke.....973-2353, B62/R127 |
| Central Campus | Jane Williams.....475-6520, B07/R250 |
| South Campus | Pearl Adams.....963-8875, B71/R227 |

Bookstores

Central, North, and South Campus Bookstores are the main sources for required books and supplies. New and used books, general college supplies, and many non-required items are available. Extra services include special orders for books, class rings, and the buying back of used books.

Finding Your Books

Textbooks are arranged on the shelves alphabetically by common course numbers. Labels that show "REQUIRED BOOK" indicate that all instructors use the same book for that particular course. Labels that show "ATTEND CLASS BEFORE BUYING THIS BOOK" indicate that students must attend class first - the instructor will indicate which books are needed. Students may purchase required books **ONLY AT THE CAMPUS WHERE THEIR CLASSES ARE HELD** beginning two weeks prior to the first day of classes. Similar course numbers may have different required books at each campus.

Buy Back Policy

The bookstore will purchase used textbooks from students based on two categories:

1. Books in demand for the current or following term:
The Bookstore will pay 50% off the former new selling price for the books that are in good, reasonably clean condition, whether or not the textbooks were purchased new or used by the students.

2. Books that are not requested for the current or following term, old editions, and books that are overstocked:

The Bookstore may pay a reduced price for some books and may not purchase others, depending on need. Current editions may possibly be purchased and shipped to used book wholesalers who are willing to gamble a price, usually 20-25% off the retail price, anticipating that they will find other bookstores that may be able to use these books. About one in four that they purchase will never be re-sold.

3. The Bookstore will not purchase used textbooks in the following categories because there is no market:

Books that are old editions, moisture damaged or in poor condition, study guides, workbooks, spiral bound textbooks, programmed textbooks, and mimeographed workbooks.

4. Requirements needed for students to sell their books:

A fee schedule or grade report indicating the course number for the textbooks pertaining to the particular course, and a picture I.D. showing the student's picture and signature must be presented. Social Security cards are NOT acceptable for I.D.

Refund Policy

1. The Bookstore will refund in full or exchange merchandise in equal value during the period starting two weeks prior to each Term I and Term II class openings, and ending at the end of the second week thereafter. The refund period for Term III, IIIA, and IIIB is limited to the period starting one week prior to class opening, and ending at the end of the first week thereafter.

2. The following conditions must be met for any refunds or exchanges: A cash register receipt covering valid purchase must be presented. A valid I.D. showing the student's picture and signature must be presented.

New textbooks must be in new condition. If they contain any marks, names, or are soiled, they will not be considered in new condition; therefore the refund will be based on the price at which the book will be resold, i.e. 25% off the original price.

Exceptions to the time limit as stated above will be made for students who drop out of classes (students must present drop slip from the Registrar), students who were unable to attend classes due to medical reasons (students must present documentation); and those who have defective items. If the student purchased a used textbook that is defective and no additional used textbooks are available, the student will receive a refund and may apply the refund money toward the purchase of a new textbook.

Special Orders

1. Special orders for books not normally carried in stock are available. A deposit is required. The deposit is refunded to the customer if the book is not available. The deposit is forfeited by the customer if the special order is not picked up and paid for in full within two weeks of notification that the book has arrived.

Check and/or Change Policy

1. Personal checks are accepted with proper identification for amount of purchase only. No cash is to be given for any checks.

2. Traveler's checks are accepted with proper identification for purchases and change may be given to the customer for the difference of the amount tendered and the purchase.

3. No two-party checks are accepted.

4. Checks must be pre-printed with customer's name and address and bank code indicated.

5. Mastercard and Visa are accepted with proper identification for the amount of purchase only. No cash is to be given. Refunds for purchases made by credit cards must be made by credit card refund vouchers only. No signature, except the signature of the name appearing on the credit card, shall be accepted for credit card changes.

6. A student using a bank merchant card (Visa or Mastercard) of another person must have a letter of authorization. The letter of authorization may only be used once. If a student has additional purchases he/she must bring another letter of authorization from the card holder.

The letter of authorization must contain the following:

- A) Student's name and social security number.
- B) Letter must state that Broward Community College is authorized to charge student fee(s), books, etc. to credit card #_____
- C) Signature on card must match signature on authorization letter.
- D) Letter must be dated within current registration period.

Bursar's Office

Student's fees are due and payable in full at the Bursar's Office, on or before the due date assigned at the time of registration. Fee payments received after the assigned due date cannot be processed. When fees are not paid in full by the assigned due date, the schedule of classes is voided and the student must reregister. Forms of payment accepted are cash, check, money order, and credit card (Visa & Mastercard only). Students paying fees through night depositors **SHOULD NOT USE CASH.**

Fee Card

When a student pays fees, a fee card is printed, indicating payment and class schedule. If this fee card is lost, a picture I.D. and a fee of \$1.00 will be required for a duplicate copy.

Refunds

To expedite your refund, bring your current fee card to the Bursar's Office. A correct address is necessary to receive a refund.

Obligations

Bursar's Office accepts payment for obligations such as security fines with appropriate documentation.

Career Centers

Career Centers provide career counseling and information to help students make the most of their educational experience. The staff can assist students in formulating and implementing career and life goals. Individuals lacking direction who are considering two or more career alternatives, **or** who have already selected a career goal, can find valuable information and tools that will help them plan for the future and gain the most from their BCC experience. A Career Resource Library with extensive self-use information on careers, job search strategies, college catalogs, and educational directories is available on each campus. Each Resource Library includes three computerized information systems.

1) **CHOICES** has information on over 1,100 Florida occupations, extensive educational information on Florida and nationwide colleges and programs of study, and a very useful newly expanded national scholarships data base.

2) **SIGI PLUS** is a comprehensive system incorporating nationwide occupational information, and has over 200 occupational descriptions designed for the adult learner plus a helpful self assessment test.

3) **APTICOM/RAVE** is a computerized system for assisting students in their search for occupations and/or academic majors by matching aptitudes with specific job categories.

Cooperative Education

Cooperative Education (Co-Op) is a nationally recognized academic program that combines on-campus study with related work experience.

How Does Co-Op Work at BCC?

Three different plans are available:

- 1) Cooperative Education Work Experience - Students work in a paid, full-time, or part-time job directly related to their fields of study.
- 2) Cooperative Education Internship - Students work in part-time volunteer position directly related to their fields of study. This is particularly helpful for Social Science, Health, Education, and Communication Majors.
- 3) Cooperative Education for Working Adults - Students use their current employment if it is related to their academic major. Job duties may be modified or enhanced in cooperation with their employer.

Contact Registration on your campus for more information. Phone numbers are listed in the front of this handbook.

Continuing Education Department

BCC's Continuing Education Department offers classes in Art & Culture, Business Skills, Children & Divorce, Computers, Current Events, Day Care Certification, Language, Insurance, Photography, Personal Development, Real Estate, Special Interests, Sports & Recreation, Watersports, Young People College. We also offer classes at off campus locations upon request.

Counseling

The Counseling Center provides opportunities for students to grow as individuals, and help them to explore their attitudes and interests as

they relate to their academic, social and emotional life. Career exploration as well as personal counseling are available to students. The counselors are sensitive to the needs of a diverse population and invite you to take advantage of their services. Contact the counseling office on your campus. Phone numbers are listed in the front of this handbook.

The CLAST TEST

The State of Florida has developed a test of college level communication and computation skills. The test is called the College Level Academic Skills Test (CLAST). A passing score on the test is required by Florida statutes and rules of the State Board of Education. In order to receive an A.A. degree and be admitted to upper division status in the State University System, students must pass all four components of the test.

The campus Advisement and Registration offices on each campus will advise students how and when to register for the CLAST. Students are encouraged to enroll in the CLAST review courses, which are offered prior to each test administration.

**Exemption to CLAST exam are now in effect,
see your Academic Advisor for details.**

Test Dates

June 1, 1996
October 5, 1996
February 15, 1997

Registration Deadlines

May 3, 1996
September 6, 1996
January 19, 1997

Passing Scores

| | | | |
|---------|-----|-------------------------|-----|
| Essay | 6 | English Language Skills | 295 |
| Reading | 295 | Mathematics | 295 |

College Preparatory Program

Broward Community College offers a College Preparatory Program consisting of specific courses in the areas of Mathematics, English, Reading, and ESL (English as a Second Language). These are designed to help students develop the entry-level skills necessary to achieve success in their college-level programs. According to State Rule 6A-10.315, all state university or community college students in Florida who do not meet the competency levels required on the College Placement Test, must take College Preparatory courses. College Preparatory courses are required on the basis of individual student test scores.

Students who are degree-seeking or who wish to take a Mathematics, English, or Reading class and do not have a placement test score, and students whose native language is not English, should make an appointment with the Counseling Office. College Preparatory courses carry credit, but the credits cannot be used to satisfy degree requirements, and are not figured into a student's overall Degree Grade Point Average (GPA), but count towards Veteran's benefits and financial aid requirements. If a student drops a course before the designated withdrawal deadline, then the initial enrollment may not be counted as an attempt.

Based on state regulations, students may not enroll more than three times in any one college prep skill area. "Enroll" means being registered in a course after the midterm date. Contact the Testing Department on your campus. Phone numbers are listed in the front of this handbook.

Disability Services

As an Equal Access/Equal Opportunity community college, Broward Community College assures students with disabilities equal access to all college programs, activities and services. Individuals who plan to attend BCC should contact the Disability Services Advisor on the campus they plan to attend. Students with hearing impairments

should contact the Deaf Services Coordinator, Laura Kanner, at 475-6766 (Voice) and 423-6445 (TDD). Her office is located on the Central Campus, Bldg. 7, Rm 133. The advisors in Disability Services will assist students with adapting to the College environment, and will provide information on how to utilize, most effectively, all aspects of Broward Community College. In addition they will facilitate the provision of appropriate accommodations based upon documented individual needs. Some of the services available are note-taking, specialized testing, sign language interpreters, readers, scribes, tutoring, and counseling. In addition, specialized equipment is also available to assist students with disabilities in pursuing their academic objectives. In order to avail themselves of the special services, students must register with Disability Services on their campus and provide the advisor with recent (within 3 years) documentation of their disability. Students receiving assistance from Vocational Rehabilitation or Blind Services are required to apply for financial assistance at Broward Community College.

Disability Services Advisors:

North: Laura Ruben
Bldg. 48 Rm. 315
973-2313

Central: Barbara Bazinsky
Linda Martin
Bldg. 7 Rm. 133
475-6527 or 475-6569



South: Maureen Higgins
Bldg. 71 Rm. 109
963-8913.

Project You - A Single Parent/Displaced Homemaker Program

Project You, a program available to students on all campuses is designed to help single parents and displaced homemakers who seek to increase earning power through education. Students may choose courses of study (leading to certificates or Associates of Science degrees) from a list of approved programs.

Project You is open to both full-time and part-time students and offers assistance to those qualified. Contact Marcia Camerano, Project You Coordinator, at 973-2232.

Student Financial Services

Student Financial Services provides counseling and funding to assist students in meeting the cost of obtaining an education at Broward Community College. Information on federal and state grants, loans, employment, and scholarships are available. Assistance in understanding and completing the necessary forms is provided. Applica-



tions for financial assistance must be submitted each year. Priority consideration is given to those applications filed before April 15. Students needing financial help to attend or continue as a student at BCC should speak with a Student Financial Service Advisor. Phone numbers are listed in the front of this Handbook.

Grants

Grants which, are based on financial need, do not have to be paid back.

Loans

Federal Student Loans are processed directly through Student Financial Services staff at each campus. The funds are made available from participating banks, credit unions or other lenders. At Broward Community College, a student may borrow anywhere from \$2,625 during their freshman year, to \$3,500 during their sophomore year. Loans must be repaid and additional amounts may be available to eligible students.

Scholarships

Scholarships are based on Accademic merit (GPA, SAT scores), service to the College and/or financial need. Students are considered for most scholarships by applying for financial aid.

Work-Study Program

The work-study program at BCC provides part-time jobs on and off campus for students to enable them to earn part of their college expenses while gaining valuable experience. For on-campus employment, students work 15 hours a week and receive minimum wage. The off-campus employment program places students in areas pertaining to their field of study, and student's hours and wages are slightly higher.

Foreign Study Program

Broward Community College provides students with opportunities to enroll in over seas academic programs. It is recognized that students will benefit from adding this dimension to their education by participating in a foreign study experience. BCC has conducted study programs in foreign locations since 1974, and students participating in programs receive transferable college credits. Examples of study abroad programs include:

Semester In Spain

This program was established in 1979 to provide students with an opportunity to study for several months in a foreign country at a reasonable cost. Students live and attend classes in the beautiful city of Seville, Spain, and earn 15-18 semester hours of credit. Unlike other programs in Spain, this program does not require proficiency in Spanish; any student may participate since the language of instruction is English. Students may choose from several housing options including Spanish families or student residences.

College Consortium for International Studies (CCIS)

Broward Community College is an active member of the College Consortium for International Studies, a national organization founded for the purpose of providing high quality international/intercultural programs abroad. As a result of this membership, BCC offers study abroad programs in England, France, Germany, Ireland, Italy, Israel, and several other countries.

Summer Foreign Study Program

Broward Community College also conducts several short-term over-seas academic programs in foreign locations during the summer terms. By taking advantage of group rates and favorable arrangements with area travel agents, the college is able to offer these

academic programs at considerable savings. Participants typically earn 3-6 semester hours of credit in a variety of subjects and combine on-campus instruction with the foreign travel study experience. Several different study-tours are offered each summer including programs in Europe, the Middle East, Mexico, and the Orient. Contact Dr. William Greene at (954) 973-2206, North Campus.

Gordon Rule

State Rule 6A-10.30, known as the Gordon Rule, requires that students graduating with an Associate of Arts Degree meet the following provisions in the areas of writing and mathematics:

Writing

All students must complete a minimum of 24,000 words of writing in specifically designated courses. In all writing courses, a grade of "C" or better is necessary to meet the A.A. Degree requirements.

Mathematics

All students must complete six (6) credit hours at the college algebra level or higher. In all mathematics courses, a grade of "C" or better is required to meet the A.A. Degree requirements.

Job Placement

Professional placement counselors are available to provide skill assessments and information on related jobs chosen from the thousands of part and full-time openings listed each year. Average wages offered are \$5 to \$10 per hour and every effort is made to place students in their field of choice. Help is also available with resume writing and interviewing techniques. This is a free service offered to all BCC students and community members who are U.S.A. citizens and to all noncitizens, provided they have INS approval to work. Call the Job Placement Office on your campus for additional information. North: 973-2282, South: 963-8866, Central: 475-6541.

Learning Resource Center

The Learning Resource Center provides academic support through the use of audio materials, computer software, video cassettes, and free tutoring in a wide variety of subjects. Students interested in free tutoring can make appointments with a specific tutor by signing up on the tutoring clipboard that is available at the center. Students are allowed one hour per week per subject. Some of the subjects offered are math, chemistry, physics, accounting, and foreign languages. The Center also offers an independent study for students interested in retaking the CLAST. Through video cassettes, computer software and self-paced review packets, students are able to reinforce their skills in writing, reading, essay writing, and mathematics. In addition, students can check out the accounting and algebra video cassettes that correspond to many of those classes. Students are limited to one video tape per day and are required to return it the following day, except for on Central Campus where they can view videos only on campus. The Learning Resources office is located at: Bldg. 62, North Campus; Bldg 17, Central Campus; and Bldg 72, South Campus.

Library

The Broward Community College campus libraries exist to collect materials in support of the curriculum and to assist you with research and class assignments. Students who wish to check materials out of the library or use reserve materials within the library must present a current library card. Please inquire at each campus for specific policies and requirements. Students are responsible for materials borrowed on their library card including overdue fines and lost materials. Failure to clear a library obligation may result in grades, transcripts, and graduation being withheld. Library hours differ at each campus and may vary during Term III. Hours and holidays are posted at each campus. Please call the following numbers for more information:

| | |
|---|----------|
| University/College Library at Central Campus: | 475-6649 |
| North Regional/College Library at North Campus: | 973-2250 |
| South Regional/College Library at South Campus: | 963-8897 |

Military Science/Army ROTC

Army ROTC (Reserve Officers' Training Corps) is a program that provides college trained officers for the U.S. Army National Guard and the U.S. Army Reserve. It is open to any full-time student, male or female, attending Broward Community College who is between the ages of 18 to 26 (up to age 28 for veterans). ROTC enhances a student's education by providing leadership and management experience found in few college courses. This training helps students develop self discipline, physical stamina, and poise: qualities basic to success in any worthwhile career. Students can earn a commission as a second Lieutenant in the U.S. Army, (Active, Reserve, or National Guard) while earning their college degree. Subjects (one credit hour each) cover the areas of management principles, national defense, military leadership development, military courtesy, discipline and military skills. Uniforms and necessary military science textbooks and materials are furnished at no cost to students. For more information, call (305) 284-4673 (University of Miami).

Program for Returning Students

Workshops and classes are provided on all three campuses which to help men and women explore career and educational options through self-assessment, assertiveness training, career exploration, decision making, resume writing and job-seeking skills. The goal is to foster independence and the ability to make carefully thought out decisions. Services include short courses, special programs, workshops, individual assessment and referral. These activities are open to all students and community residents and include referral, support, and programming.

Contact the office on your campus today!

| | |
|---------------------|----------|
| North Campus..... | 973-2232 |
| Central Campus..... | 475-6626 |
| South Campus..... | 963-8865 |

Traffic Rules and Regulations

All students are required to have a parking decal which is available at the Security offices at: North Campus, Building 48; at Central Campus, Building 7; DTC BCC lobby security desk; and South Campus, Building 71. Traffic rules include obeying all posted signs as well as parking in designated areas. Students may not park in any reserved area such as staff/faculty, handicap or no parking areas, yellow curbs, fire lanes or loading zones. Parking on the grass is not permitted except in those areas marked by "temporary parking" signs. Those students who use the handicap parking must have a "State Handicap" decal. Special permits for temporary disabilities may be obtained from the Security offices on Central and North Campus, and the Disability Service on South Campus. Upon completion of a Broward Community College physician's form, a special permit will be issued and parking assigned. Special permits are not for use in designated handicap parking and are subject to fines and/or towing by local law enforcement agencies.

Traffic rules and regulations are enforced and parking citations will be issued to those students violating them. Booklets and fine rates may be obtained at the Security offices on each campus. If fines are not paid by the end of the term, grades will be withheld. Local law enforcement agencies have the jurisdiction on each campus and violators are subject to the fine structure. Student registration and transcript request will be blocked.

W.I.N.G.S (Women Investigating New Goals and Services)

Objectives

WINGS assists women (on and off campus) over 35 years of age who are separated, widowed, divorced, or have a disabled spouse. The program helps women in promoting independence and economic self-sufficiency, in making decisions and goals for training and employment opportunities, and in developing coping skills in order to deal with changes in life.

Services

Through one-to-one counseling, structured classes and ongoing support groups, clients will be helped to improve their self image, assess their job skills, acquire additional skills where needed, and become proficient in using the appropriate skills necessary to find suitable employment.

Workshops

Workshops include building self confidence, understanding change, managing stress, assertiveness, values clarification, communication (listening skills), time management, budgeting and credit, goal setting, resume writing, and interviewing skills.

Call for more information.

| | |
|--------------|------------------------------|
| North Campus | Carol Faber.....973-2398 |
| South Campus | Maria Hincappie.....963-8874 |

HONORS AT GRADUATION

Completion of a minimum of forty semester hours at BCC is required to be eligible for graduation Honors. The calculation of the GPA for Honors includes all BCC work attempted. Honors at graduation is as follows:

With Honors-GPA of 3.250-3.499

With High Honors-GPA of 3.500-3.749

With Highest Honors-GPA of 3.750-4.000

Members of Phi Theta Kappa Scholastic Honorary Society wear gold stoles and tassels at graduation.

Open College

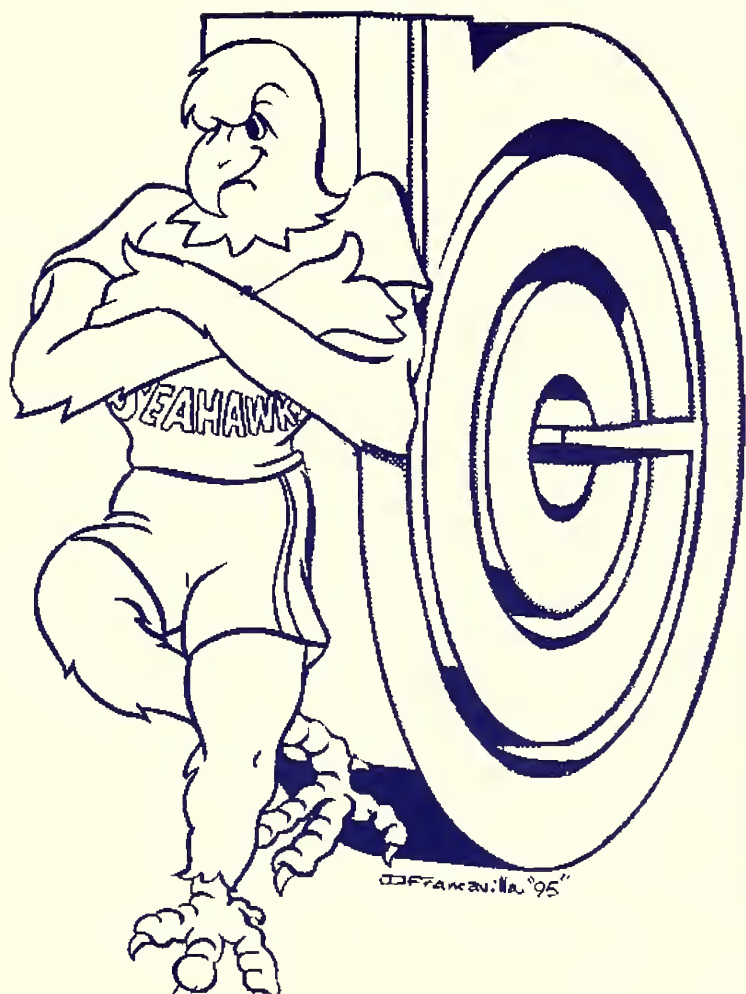
Open College is an innovative Distance Learning Program designed by Broward Community College (BCC) to meet the needs of the students whose schedules make it difficult to attend on-campus classes regularly, but who have the desire and motivation to pursue a college education. This program features a broad offering of video and audio programs and directed studies. These programs are supplemented with texts, study guides, and other learning aids that provide course content. Instructor contact is provided through telephone tutorials, pretest lecture reviews, and routinely assessed correspondence assignments. Open College courses are equivalent to courses taught on campus in the standard contact hour format. The same credits are awarded, and all Open College courses transfer to four year colleges and universities. The variety of courses offered through Open College allows students to make significant progress in fulfilling requirements for associate of arts and associate of science degrees, and certificate programs offered at BCC. Information about the Open College courses may be found in registration, in counseling offices, or in the Non-Traditional Programs in Bldg. 7, Room 257, Central Campus 475-6564, Bldg 69, Room 233, South Campus, 963-8886.

Weekend College

Weekend College is a convenient, flexible, accredited program that offers motivated students an opportunity to pursue, continue, and accelerate their education. It has been designed for the adult student whose work and home schedule makes it difficult to enroll in the regularly scheduled day or evening classes. If a person is employed full-time, a full-time mother with children, someone who wants to make more productive use of leisure time, or an individual who simply prefers taking classes on the weekend, this program will meet their needs. The Weekend College courses are offered on Friday evenings, Saturday mornings, and Saturday afternoons in four hour time blocks once a week for eleven weeks, or in three hour time blocks once a week for sixteen weeks. In all cases, Weekend College instructors make themselves available to students during the week for telephone consultation. All Weekend College courses are full college courses offered by the BCC academic department and faculty. Credits earned are transferable to upper division colleges. Information about the Weekend College courses may be found in registration, counseling offices or in the Non-Traditional Programs Department, Building 7, Room 257, Central Campus, or call 475-6564.










Student Life

The Student Life Offices, located in or near the cafeteria on each campus and Room 330 DTC, provide students with a variety of extracurricular and co-curricular experiences. Generally office hours are 9am to 4pm Monday thru Friday. North and South Campuses have evening office hours from 5pm to 7pm. DTC hours are posted. Services provided by the Student Life Offices include a bulletin boards, lost and found, game room, recreation equipment checkout, applications for new clubs and organizations, and duplicate Student I.D. cards. In addition, information is available on all clubs and organizations, leadership retreats, special events and Student Government. Any and all of these programs and services are available to any student possessing a current BCC I.D. card, which is in the top right hand corner of your fee card.

IDENTIFICATION CARD FOR ALL STUDENT EVENTS

| | |
|---|----------------|
| BROWARD COMMUNITY COLLEGE | |
| IDENTIFICATION CARD | |
|  | 0451056 |
| AN EQUAL ACCESS / EQUAL OPPORTUNITY INSTITUTION | |
| STUDENT _____ | |
| NO _____ | TERM _____ |
| SIGNATURE _____ | |

The BCC Student ID Card

The BCC Student Identification Card is located in the upper right hand corner of the fee schedule card that every student receives upon payment of fees. This card must be presented for participation at all Student Life activities and must be valid for the current semester. Due to the budgetary restrictions, the college will no longer allow guests to participate free, however children of students are welcome to participate where appropriate.

STUDENT ORGANIZATIONS AND CLUBS ON CAMPUS

The College encourages and promotes membership in a wide variety of student organizations representing the full spectrum of social, religious and political thought and action as long as membership enhances the student's academic goals. In their efforts to recruit student members, organizations are required to disclose to prospective members the following information upon the initial contact with prospective members:

- All financial costs associated with membership.
- The average number of hours per week members are expected to donate to organizational pursuits.
- The academic performance expectations of members.
- Any sponsorship or linkage with any organization outside the college and whether or not membership in other organizations is expected.
- The names and affiliations of all advisors who are not employed by Broward Community College.
- An explicit statement that the organization will not tolerate hazing or other prohibited activities defined in college policies.
- The organization must affirm that in harmony with the freedom of choice embodied in college policy, the organization will in no way force or coerce either physically or emotionally in its solicitation for membership, or in the execution of its activities as a student organization at Broward Community College. All registered student organizations will be required to sign a statement of compliance.

Students enrolled at Broward Community College are free to join associations which promote their common interest, so long as:

- 1) The policies, purposes, and principles of the organization are consistent with the general philosophies and principles of free insti-

tutions in a democratic society such as the United States.

2) Membership in the organization is open to all bonafide students at the College without respect to race, creed, or national origin.

3) A statement of purpose, criteria for membership, rules or procedures and a current list of officers are filed with the Director of Student Life. The bylaws of every organization operating under the sanction of the College shall include the anti-hazing policy, rules, procedures and penalties of the college community.

4) The membership, policies and actions of the organizations are determined by vote of only those persons who hold bonafide membership in the College.

5) A full-time faculty, staff, or administrator is selected and agrees to serve as the organization's advisor.

6) The association, club or organization has registered as a student organization through appropriate administrative channels with the Director of Student Life.

7) All extramural affiliations and associations of student organizations are stated explicitly in their constitution and also in any written material or advertisements distributed by such student organizations.

8) Recruitment and membership policies and practices are free of deception, coercive tactics or mind control techniques.

The College will ensure that students and student organizations remain free to examine and discuss all questions of interest to them and to express opinions publicly and privately.

Organizations are free to invite and hear any person of their choosing provided:

1) They have funds in advance to defray expenses.

2) Reservations for facilities are made through appropriate channels.

3) The program is consistent with established policy as well as the contents of this document.

Organizations are always free to support causes by orderly means (consistent with the guidelines elsewhere in college policy) which do not disrupt the regular and essential operation of Broward Community College. At the same time, it should be made clear to the

academic and larger community that in their public expressions or demonstrations, students, student organizations, and guest speakers represent their own views. The College neither sanctions nor endorses the expressions or viewpoints represented.



Alphabetical Club Listing

The African-American Student Union

The African-American Student Union (AASU) is a student organization which serves as a vehicle for developing unity among African-American students at BCC. The primary purpose of this organization is to:

•promote academically •enlighten politically •motivate socially

AASU is a member of the Florida African-American Student Association, Inc., which is a state organization representing over 63,000 African-American students throughout Florida. Although the organization primarily consists of African-American students, membership is open to all students at the College. For further information regarding AASU, please call one of the following advisors:

North Campus

Mrs. Sandra Gaines
Bldg. 48 Rm. 221
973-2305

Central Campus

Mr. Donald Cleveland
Bldg. 7 Rm. 226A
475-6570

South Campus

Mr. Boisy Waiters
Bldg. 71 Rm.237
986-8028

Downtown Center:

Ms. Tonya Young
Evaluations 1st Floor
761-7473



BCC Baptist Student Union

Contact advisor Deborah Courtney at 985-8760.

BCC Potters' Guild

The BCC Potters' Guild is comprised of students interested in the ceramic arts who are willing to participate in the organization and related activities. These include a visiting artist program, a fund raising show and sale, a juried exhibition, social events, and the periodic exchange of ideas. Anyone interested should contact John Foster, Central Campus, Bldg 3, Rm 102 at 475-6517.

BCC Soccer Club

Contact Ione Turpin South Campus 963-8879.



Brain Bowl

The Brain Bowl is an intercollegiate academic competition on the community college level. Any student is welcome to try out for the team providing he/she has completed at least six semester hours at Broward Community College. Tryouts are held in the fall. Call Mary Jo Henderson at 475-6613 for further information.

B.U.S.H.

B.U.S.H. is an active organization whose acronym defines the objective, "Better Understanding in the Study of Horticulture." Members include students, graduates and people from the community. The low \$10 per year dues cover monthly general meetings, Sunday propagation and potting sessions, and sale days at BCC, Flamingo Botanical Garden and Holiday Park. The Friday night 7:30 meetings feature a speaker in some phase of horticulture or plant exploring, a great refreshment selection, and drawing. Funds help support local

conservation projects, the BCC Landscape Technology program and special club objectives. Best of all is the fun auction, given by the faculty and advisors, of plants both common and rare donated by club members. This is a very unusual club, so come join them for a laugh riot on the second Friday of each month. Call David McLean 475-6677 or 587-6578 for information.

The Catholic Club

Formerly known as The Newman Club, the Catholic Club at BCC welcomes all students, staff, and faculty who want to become informed about Catholicism, or who seek to live and grow in the Catholic faith. Through socials, faith-sharing activities, service to the community, retreats, informative gatherings, and cooperation with other BCC organizations, the members help each other to live Gospel-inspired lives. For more information, contact George Spahn, Building 14, Room 134 at 475-6771, or Sandy Boudewyns at 525-5157 ext.197

Cheerleaders



Open to ALL students (women and men). The squad consists of cheerleaders and managers. Cheerleaders are selected through tryouts in April and September. Currently, the squad cheers only for the Men's Basketball team. The squad's purpose is to support BCC's athletic teams; and to raise student awareness, involvement, support, and spirit for all of BCC's athletic programs. The squad requires a year's commitment (Fall and Winter terms) to participate in all home games, some away games and in Student Life, community and fund raising activities. The squad is located at North Campus. Please contact Greta Jackson, Coordinator, at 973-2310, or in Advisement, North Campus, Bldg. 48, 2nd floor.

Circle K

The purpose of Circle-K is to provide community service to social agencies and individuals off campus. Some of the agencies served include: The Starting Place, Kids in Distress, Horses and Handicapped and the Charlee Program of Broward. On a monthly basis the club is involved with area churches in feeding the homeless. For more information contact the advisor, Steve Davis at 963-8906, South Campus

BCC.CC Computer Club

The Broward Community College Computer Club is a student run organization that provides its members with an assortment of computer related activities such as:

- Monthly Guest Speakers
- Local Business Tours
- Data Processing Conventions
- Discussion of Technological Events
- Publication of Club Newsletters
- Tutoring
- Clubs BBS, 973-2235



The club meets every other Friday and consists of approximately 50 members. Meetings are held in the Computer and Engineering Building, Building 51, North Campus. If you are interested in joining a good technological club, please call Elwood Jones at 973-2324.

DECA

The Distributive Education Clubs of America's (DEX-Delta Epsilon Chi) primary objective is career development. It is comprised primarily of marketing, retailing, entrepreneurship and business

students, but all are welcome. It is the largest BCC student organization in both membership and participation in competition with students from other Florida colleges. Contact Richard Goodwin or Jack Sheeks at Central Campus, Building 9, 475-6725, or Paul Ricker at North Campus, Building 51, 973-2363.



Delta Psi Omega

Delta Psi Omega is a national theatre honorary fraternity. The members provide avid support to the Department of Visual and Performing Arts on Central Campus. There are certain standards to be met in order to pledge the fraternity. The members focus on providing a professional outreach for theater students. They host workshops, attend conferences, contribute time to charitable causes, attend professional events, as well as travel to state festivals. For more information contact Deborah Sanchez, the faculty advisor, at 475-6842 or in Bailey Hall Bldg., 4 Rm. 180.

Fencing Club

Contact Bill Becker at 963-8905, South Campus.



Flight Team

In the fall, the Flying Seahawks compete against teams from colleges and universities in the Southeastern U.S.A, belonging to N.I.F.A (National Intercollegiate Flying Association.). The events include aircraft recognition, precise simulator flying, flight computer calculations, accuracy landings and cross-country flight. Team members must be members of Alpha Eta Rho. BCC is one of the few community colleges to have won a national tournament. Contact South Campus, Joe Hoffman, Building 99, or call 986-8084.

French Club

Le Cercle Francais de BCC South is open to anyone who has an interest in French. The members meet twice a month to discuss French topics. They view videos on French countries, speak French and hold informal French potluck lunches. The advisors help plan an annual trip to France or to some other French-speaking destination. Come join us as the club is large enough for anyone who shares our love of French. Contact Constance Carlson, South Campus, at 968-8024.

Gospel Choir

The Broward Community College Gospel Choir is a student organization which consists of students from the Downtown Center (Las

Olas Campus), North, South, and Central Campuses. Rehearsal dates are every Monday and Wednesday in Building 4. Recruitment for new members begins in September.

Our purpose is to bring forth academic excellence, create social enhancement and be a positive role model as promising leaders on campus, as well as in the community.

For more information, please contact Mary Ann Asiamigbe at 475-6968.



Haitian Students In Action (H.S.A)

Haitian Students in Action (H.S.A.) is a Central Campus cultural and academic student organization. H.S.A.'s main goals are to promote academic excellence among its members, address Haitian student's cultural needs, find ways and means to expose the positive aspects of the Haitian culture, and dispel stereotypes about the Haitian culture and its people. Cultural awareness, a successful professional life, and information networking are the goals of H.S.A. members. Therefore, a strong emphasis is placed on developing support mechanisms and reinforcing qualities and skills that will bring the members success in school, in their careers, and in personal endeavors. Club activities include informative seminars and workshops, study groups, social events, fundraising campaigns for the H.S.A. Scholarship fund, and

extensive volunteer service in the community. For further information contact contact Professor Mary F. Diaz, H.S.A. Advisor, English/Journalism/ESL Department, Bldg. 6, at 475-6748.

The Hillel Jewish Student Union



The Hillel Jewish Student Union strives to meet the social, cultural, religious, and educational needs of Jewish students at BCC's campuses. Hillel has represented individuals on each campus who are a part of the JSU. The Hillel JSU meets on all BCC campuses.

Everyone is welcome!

For further information, call Linda Lazere Levin, Director of Outreach Services (305) 661-8549, or at B.C.C. Central Campus Gloria Scheff 475-6587 or Sandy Rhodes 475-6962.

HIV/AIDS Peer Educators

The PEC's conduct HIV/AIDS rap sessions in classrooms, provide information and assistance while operating the HIV/AIDS Hotline, as well as develop programs and events which promote AIDS awareness. Volunteers also assist with projects and office duties.

Weekly meetings are held for training, providing updated information and planning activities for future events. Opportunities include attending conferences with other South Florida college students who are involved with HIV/AIDS prevention education, and earning Co-Op credit or scholarships. For more details, please call:

North: Jan Parke.....968-2435
Central: Paula Neisner.....475-6855
South: Sharon Rifkin..... ..963-8816

Hotel Sales Management Association (HSMA)

HSMA of BCC is a student organization on campus that provides students majoring in the hospitality field or any other field with "hands-on" catering experience. The members participate in actual catering functions which give them a realistic insight into the food service and hospitality industry. For more information, contact John "Jack" Bailey at 475-6892.

International Club

The International Club is open to all students at Broward Community College, whether native North American or from the over 102 nations represented on BCC's campuses. Its main objective is to further international understanding and appreciation of diverse cultures. Club members are also available to help each other with practicing languages such as English, French, Spanish, Japanese and others. The International Club consists of students from all over the world, including Americans. Club members are primarily interested in friendship and social activities among international students and Americans. Therefore, it is simply designed for them to meet, exchange ideas and beliefs, learn about other cultures and to have a good time while also attending classes.

For more information, contact advisors Elena Silverstein-Starson, 475-6951, or Lydia Case, 475-6526, Central Campus; Carole Langlois, 973-2293, or Beverly Hedayatzadeh, 973-2370, North Campus; or Ione Turpin, 963-8879, South Campus.

InterVarsity Christian Fellowship

The InterVarsity Christian Fellowship is an organization which consists of students and other members of the college community who believe in the deity of our Lord Jesus Christ, and in the unique divine inspiration, entire trustwor-



thiness, and authority of the Bible. Originally founded in Great Britain in 1870, IVCF was incorporated in the U.S. in 1941 and has chapters in the majority of colleges throughout the nation. This trans-denominational campus ministry is not affiliated with any church denomination but welcomes students from all denominations, as well as those with no church affiliation.

Weekly meetings include Bible study, contemporary hymn singing, a time for sharing concerns, and fellowship. For information please call Dora Y. Romero at the North Campus at 973-2373, on Central Campus call Ronald Haire at 475-6845, on South Campus call William Walker at 963-8893.

Lambda Alpha Epsilon

The American Criminal Justice Association - Lambda Alpha Epsilon (ACJA-LAE) is a national association devoted to the furtherance of professionalism in all areas of criminal justice. Founded in 1937, "the association is dedicated to the fostering of assistance and understanding between members; and the promotion of greater public understanding of the problems and objectives of those agencies devoted to the administration of criminal justice." Beta Chi is the local chapter, meeting at the Criminal Justice Institute, BCC. There are university, community college, as well as professional chapters located throughout the country.

Contact the Beta Chi Office at the Criminal Justice Institute, 475-6759, Central Campus.

Latter Day Saints Student Association

Contact adviser David Menke, Central Campus, Building 16, Room 112 at 475-6736.

Phi Beta Lambda

Phi Beta Lambda is a nonprofit, local, district, state, and nationally affiliated organization. For students participating in business programs such as: accounting, business administration, clerical, paralegal, secretarial, information management, economic/finance, law, and marketing. Phi Beta Lambda provides opportunities to improve your practical knowledge and skills to advance a business career. Come mix business with pleasure.

Phi Beta Lambda provides:

- Membership with the expertise needed to accomplish organizational goals through human resources.
- Participation in civic projects, sales projects, social awareness projects, career development projects, and experiences related to business.
- Many activities which include speakers, training seminars, competitive events, and election of officers.

Contact advisers Dr. Shafi Ullah, 963-8989, South Campus, Carlton Wall, 973-2361, North Campus; or Jane Treptow, 475-6719 Central Campus.

Phi Theta Kappa

A Tradition of Excellence...

The privileges and benefits of membership: Phi Theta Kappa was established by the president of the Missouri College of Women in 1918. It is the only nationally acclaimed honor society serving American institutions which offer Associate degree programs. Two-year college presidents and administrators of associate degree programs in four-year schools have continually recognized membership in Phi Theta Kappa as an honor and a privilege. Membership is given added significance by the fact that it is recognized by the American Association of Community Colleges as the official honor society for

two-year colleges. To become a member of Phi Theta Kappa, one must achieve a cumulative grade point average of 3.5 after completing 12 credit hours of degree course work, and pay lifetime membership dues. Participation in activities is encouraged. Members receive membership certificates suitable for framing, a "Manual for Members" introductory magazine, the "Golden Key" national bi-annual publication, the "Phi Theta Kappa National Newsletter" (quarterly), and a PTK pin. The privileges of membership include having the Phi Theta Kappa seal placed on diplomas, having "Phi Theta Kappa Member" indicated on transcripts, purchasing society jewelry and merchandise, as well as wearing the society stole and tassel during commencement exercises.



The four hallmarks of Phi Theta Kappa are:

- Scholarship
- Leadership
- Fellowship
- Service

The advisers are Dr. Barbara Nightingale, 963-8873, South Campus; Dr. Mary Jo Henderson, 475-6613, Central Campus; and Dr. Jeanette Madea, 973-2236, North Campus.

Physical Therapist Assistant Club

The Physical Therapist Assistant Club was established for the purpose of engaging in community services and expanding the PTA students' basic knowledge by sponsoring several guest lecturers. Examples of past projects include involvement in Kiwanis-sponsored Houses for the Handicapped and securing speakers from the fields of Neonatology, Muscular Dystrophy and Home Health.

The PTA Club expects to continue to expand its community involvement in the future and to become active in fund-raising projects which would enable the members to attend PTA-sponsored seminars and conferences.

For more information, call Sue Edelstein in the Center for Health Science Education at 475-6735.

Roots (Racine)

Roots is a special interest service club that enables the Haitian student population at BCC to share the Haitian culture with other BCC students. Its members also volunteer in the Haitian community to teach children basic reading and writing skills in English. Roots also provides tutoring and scholarships for qualified members. This club is open to any student at BCC. Please contact Mareta Iosia in Student Life, Building 48, Room 104 or call 973-2325.



Sailing Club

The Sailing Club provides an opportunity for students to increase their knowledge of and skills in sailing and windsurfing. The Sailing Club sponsors monthly, day and weekend trips, including trips to the Florida Keys. The Sailing Club meets at the Tigertail Watersports Facility on Ravenswood Rd. For information call 989-2824 or 968-2451.

Spanish Club

The purpose of the Spanish Club is to encourage students who are taking Spanish classes, and all others who are interested in the Spanish language and in the people who speak it, to get together informally in order to practice the language, and to participate in social activities such as visiting a Spanish restaurant or seeing a Spanish movie. The Club meets every other Friday and is open to all BCC students. To join the club, contact Holly Gilley-Muniz at 475-6661.

Student Advocates for Vegetarianism

This organization's commitment is to educate students and non-students alike about the environmental and health consequences associated with the standard American meat-based diet. We advocate respect for the environment and all of the life that inhabits it, both human and non-human. We make efforts to help ensure that future generations, of all species, may have a clear and healthy earth on which to live. Contact John Szipszky at 968-7367 for information.

Science Club

The Science Club is open to all BCC students who are interested in furthering their knowledge of the sciences. Students do not need to be science majors in order to benefit from club activities, such as field trips, discussions with invited speakers, college/campus/community service projects and independent scientific explorations. The club

also offers a mechanism for science students ... and potential science students ... to get to know one another, to share common interests and to get better acquainted with the faculty in the various science disciplines. For further information, contact Dr. Jeanette Madea, 973-2236, North Campus or Rolando Branly, 475-6676, Bldg 14, Rm 124, Central Campus.

Student Ambassadors

Student Ambassadors promote BCC programs throughout the community. Broward Community College's Ambassadors represent BCC at area high schools, civic and professional meetings, GED centers, and locally sponsored career and college nights throughout Broward County. Student Ambassadors are eager to spread the word about academic and community enrichment programs at BCC. Ambassadors range in age from 18 to 50 and their friendships and contacts will endure long after they graduate from BCC.

| Student Ambassadors Coordinators | |
|----------------------------------|--------------------------------|
| North Campus | Dr. Debbie Sloan.....973-2300 |
| Central Campus | Dr. Stan Mitchell.....475-6520 |
| South Campus | Ms. Diana Martin.....963-8880 |

Studio Art Club

The Studio Art Club is open to all BCC students who are art or art history majors, or those BCC students who are interested in the arts (you do not have to be an art major, and there are no fees to belong to the club). The club is dedicated to the promotion of the knowledge of the visual arts, and engages in many activities, which may include museum gallery trips, attending art lectures by speakers of recognition, or the creation of the arts. The highlights of the club's activities is the Annual Juried Exhibition, which takes place at The Art Gallery, located at South Campus in Bldg 69. For more information, please contact Dr. Kyra Belan, 963-8895 South Campus.

Ski/Travel Club

This club is open to those who like to ski or just travel. We take a ski trip in early January and a travel trip during Spring Break. When there is an interest we travel in the summer.

Please contact Dr. Nancy Macnamera, Bldg 65, South Campus at 963-8905 or Dr. Jan Parke, Bldg 60/306, North Campus, 973-2318.

Vietnamese Students Club

When young Americans think of Vietnam, they often think of it as a name of a war. The longest and most troubling war that the U.S. got involved in. Few young Americans have any sense of the people, their language, their history, or their beliefs. Yet, there is an interesting and beautiful Vietnam with a culture, and heritage that many people are unaware of. Now is your chance to expand your knowledge of Vietnam here at BCC. Established in the fall of 1995, the Vietnamese Students Association has an active membership and is involved in many activities, including Vietnamese folk dancing, Vietnamese costume fashion show, and other social activities including dinners at local restaurants and beach parties as well as discussions on Vietnam with travelogues. So if you would like to expand your awareness about the Vietnamese culture, we warmly invite you to attend the next scheduled meeting and learn about us as we have learned about you. For further information please contact Viet Chung 972-2327 at North Campus, and Vu Nguyen 832-0139 or Richard Appelbaum 475-6640 at Central Campus.

Writers Workshop

The Writers Workshop is an informal mixture of students, faculty and staff from North Campus. Headed by Trish Joyce, the group meets the first and third Fridays of each month. Members are encouraged to hone their writing skills through a variety of discussion topics, writing games, works-in-progress readings, book/author critiques, sharing of publication sources, seminar presentations, and guest

speakers. Once a month, they get together at a member's home and have a potluck dinner while they expound on the writing process. The club is open to anyone who has an interest in writing. For more information, please contact Trish Joyce, 973-2385, North Campus.

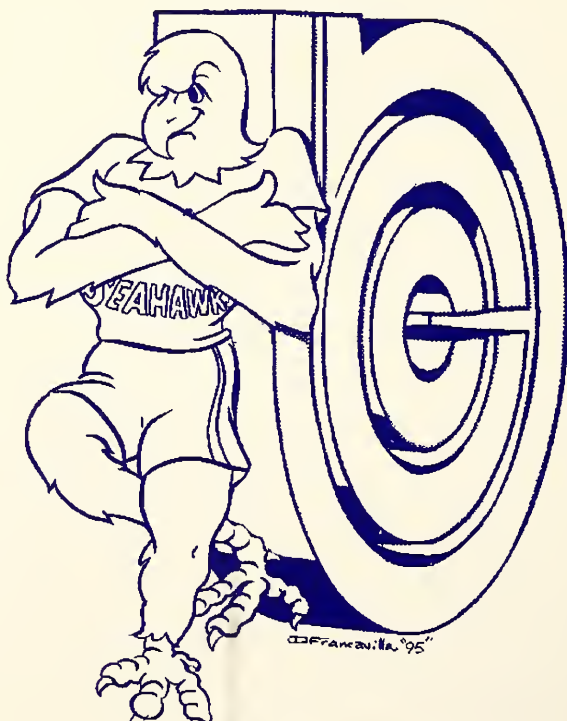
225 Club

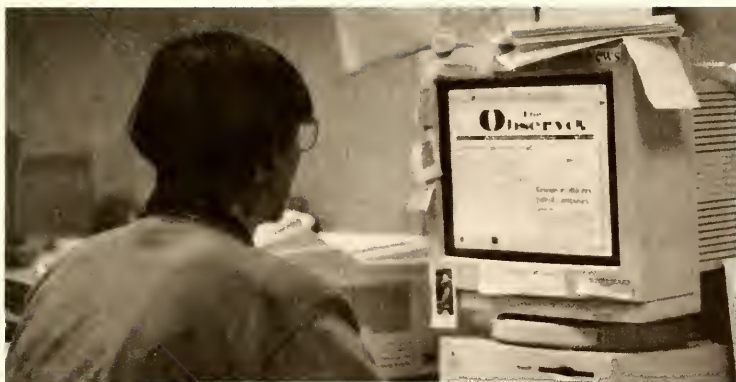
The 225 club is open to students in Court Reporting. The "225" refers to the 225-words-a-minute writing goal that court reporting students need to become graduate court reporters. Primary objectives include group support and mentoring for students in the court reporting program; as well as networking for the career guidance. The club meets once a month and puts out a monthly newsletter. Club activities include guest speakers, advanced students, and an end-of-term dinner meeting for currently enrolled students and graduates now working as reporters. The primary goal of the 225 Club is to start a realtime program at BCC that our reporting students will be able to perform some campus and/or community service and will be better prepared to enter the working world as captioners and realtime writers. Anyone interested in a career as a court reporter, a captioner, a realtimer, or any other field using the computer-aided transcription (CAT) technology of the stenotype machine is welcome to attend one of the meetings. For more information call Kate LeGrand at 963-8844.

Legal Assisting Society

The Legal Assisiting Society is a relatively new organization designed for students pursuing a career as a Paralegal/ Legal Assistant. However, everyone is welcome to participate. The Paralegel field is the fifth fastest growing career field in the country and promises to be one of the most sought after commodities by attorneys in the future. The organization provides students with information from all areas of law and focuses mainly on the role of the paralegal. Monthly meetings host guest speakers from various law firms as well as State Prosecutors and Public Defenders. The Legal Assisting Society can

also provide networking opportunities in **Broward, Dade, and Palm Beach Counties**, as well as information on the state organization, Florida Legal Assistants Inc, the National Association of Legal Assistants (NALA) and the National Federation of Paralegal Associates (NFPA). The Paralegal/Legal Assisting program offered at BCC has been approved by the American Bar Association (ABA) and rated as one of the best educational programs in the area. For more information contact Dr. Laura K. Abel, Esq. in Bldg. 85 on South Campus or 963-8011.





Student Media

Student productions, publications and press are valuable in establishing and maintaining an atmosphere of free and responsible discussion and of intellectual exploration on the campus. They are a means of bringing student concerns to the attention of faculty and administration as well as formulating students' opinions on various issues on the campus and the world at large. In addition, student publications and productions serve as a training opportunity for students interested in professional journalism, either print or broadcast. All college published and financed student media shall explicitly state that the opinions expressed are not necessarily those of either the faculty or students of Broward Community College. All media is expected to observe the standards of the respective professions. These statements are to be considered as supplementary to the established policies of the Board of Trustees as they relate to student publications. The college will ensure free and responsible media and will not censor or approve copy in advance. The editorial freedom of student editors and managers entails corollary responsibilities to be governed by the canons of responsible journalism, such as the avoidance of libel,

indecenty, undocumented allegations, attacks on personal integrity and the techniques of harassment and innuendo.

BCC Broadcasters

BCC Broadcasters is an audio and video service organization which provides video recording for student organizations and produces a weekly, half-hour magazine format, television program which covers all aspects of student life as well as student and faculty concerns. It is broadcast over 2 cable systems, Continental and Jones Intercable. The production crews, news crews, and talent are from all of BCC's campuses. It is written, taped, and edited by students. BCC Broadcasters allows the BCC student a chance to work in a television studio as well as go out on assignments to cover a story. The student will be given the opportunity to learn how to operate video equipment and will begin to grasp many other skills which are necessary to work within the broadcast industry. Since BCC Broadcasters is a student activity, the only membership requirement is to be a registered BCC student.

Any interested student may contact the adviser, Mark A. Mavrides, FAU/240B 236-1550.

The Observer

Broward Community College encourages and supports a free and responsible student press. The Observer, the college's biweekly newspaper, is a combined product of students from the journalism programs at North, Central, and South campuses. Student reporters engage in responsible, objective practices of reporting and writing, while those interested in photojournalism, design, graphics, desktop publishing, and advertising can apply their abilities in preparing camera-ready pages for print.

The Observer is a highly touted publication, having received All-American ratings and regional and national Pacemaker awards from

a national student publications critiquing service, in addition to numerous state awards since its inception in 1986. Many student editors receive scholarships or workstudies to produce The Observer, in addition to internships which are available to those who wish to work with the professional media in South Florida.

The editorial office of The Observer is located on Central Campus, Building 19, Rm 148, with typesetting and production performed at Central; however, any BCC student from any campus may participate. The advertising and advisors offices are located on North Campus, Bldg. 47, Rm. 202-206. For more information, contact the advisor, at 973-2390 or 475-6700.

P'an Ku

P'an Ku is the award-winning BCC Student Literary Arts Magazine. Published twice yearly, P'an Ku showcases and encourages the creative efforts of students throughout the college. Poetry, short stories, essays, artwork, and photography are sought for publication. Watch for the announcements of submission deadlines during the year.

Based at South Campus, P'an Ku encourages students from all campuses to contribute and participate. The magazine is looking for editors, artists, writers, photographers, and anyone else who would like to be part of the staff. Students will learn desktop publishing and principles of layout and design. The only requirement is enthusiasm. A number of scholarships are also available each term. For more information, call the South Campus editorial office at 986-8044 or Pat Ellingham, Faculty Advisor, at 963-8858.



Leadership Development

The new millenium is fast approaching. Creative leaders will be needed in every career field and community, at all levels, to solve problems and provide vision in our changing complex society. There are five unique phases offered to develop leadership skills of students at Broward Community College, providing both cognitive and experiential opportunities:

- I. **"Leadership Seminar Series"** (Workshops on various topics)
- II. **"Leadership Retreats"** (3 day weekend programs)
- III. **"Leadership"** SLS 1261 (3 credit elective)
- IV. **"Competitive Edge: Presidential Leaders Society"** (Intern Program)
- V. **"BCC Adventure Learning Course"**

The **"Leadership Seminar Series,"** offers seminars and workshops on all three campuses in the afternoon or evening and includes various leadership and personal development topics.

The second program is a series of weekend **"Leadership Retreats,"** which are experiential in nature and cover leadership topics such as team building, problem solving, and communication skills. Seven collegewide retreats are held each year and are open to any interested students. Specialized retreats are created for athletes and other populations. Contact your Student Life office for dates and to sign up.

The third is a three credit elective course on **"Leadership"** (SLS1261) offered through SLS Department. The purpose of this course is to provide a variety of learning experiences and guest speakers, to assess leadership styles, and potential. The class is open to all student (and potential student) leaders. It is designed to help develop ethical values, grounded leadership styles and techniques for future educa-

tional, organizational and community leadership roles.

The fourth phase is "**Competitive Edge**," a highly selective leadership honorary program. Participants are chosen from all four campuses based on their nomination by faculty members or administrators, recommendations, interviews, and demonstrated leadership potential. Shadowing and internship experiences are provided throughout the sophomore year with the President's staff, community, and political leaders. Legislative internship experiences in Tallahassee and Washington, D.C., are also available to selected members.

The final phase is the "**BCC Adventure Learning Course**," a physical and mental challenge course designed to teach students leadership skills, team building and trust. Students spend a whole day in groups and individually to overcome physical and mental challenges involving ropes and walls. Clubs and organizations are encouraged to sign up with Bill Metcalf, Coordinator of the BCC Marine Activities Center and Adventure Learning, Tigertail Lake, 989-2824.

Empowering students to become leaders and role models while in college and challenging students to become leaders in their career fields and in the community is crucial to our future society. Broward Community College is committed to these goals.

BCC Community Connection

BCC Community Connection serves as the college-wide clearinghouse for volunteer and service-learning programs. Students are given opportunities to make invaluable contacts in the community, apply for scholarships, and participate in the co-curricular transcript. If you want to participate in or host a community service event, or you are, or know of, an outstanding



volunteer, let Community Connection know! Call our Hotline 761-7588 or E. Justine Appelbaum, Director at 761-7589: Toni Parkyn, Central Campus Coordinator at 475-6981 or Florence Bedell, North Campus Coordinator at 968-2437.

Student Government Association



At Broward Community College, Student Government Association (SGA) is the voice of the students. Student Government has many different functions. One of the functions, is to act as the liaison between student organizations and Student Life. SGA is the bridge that students are always welcome to cross, which connects the faculty, staff, and administration to the student body. SGA looks for student concerns, and finds ways to resolve problems. The membership is open to any and all interested students, without discrimination. Some of the events that we sponsor, include and are not limited to, the Annual Peace Walk (South), Administrative Luncheons, and Spirit Weeks. Our events are always expanding, and new ideas are always growing. SGA also offers various leadership opportunities in many different levels. Selected students become involved in campus, college-wide, district, and state level events.



The concept of TEAMWORK is constantly practiced, and students learn conflict resolution. The Student Government Associations at Broward Community College are always looking for new ideas, faces, and inspiring minds. For more information please stop by the SGA office in your campus cafeteria, or call 475-6846 (Central), 963-8818 (South), or 969-2012 (North), 761-7589 (FLC).



**BCC students receive 50% off
on all Cultural Event Programs.**

Broward Community College's Office of Cultural Events is proud to announce that all BCC students and staff are entitled to a 50% discount for the upcoming 1996-97 "Season of Stars." Upon presenting a current Broward Community College fee card at the Bailey Hall box office, students can choose from an eclectic array of programs. Seize the opportunity to elevate your senses and leave you wanting more by the thrill of live theatre at considerable savings. For more information, call 475-6884, or visit the Bailey Hall box office on Central Campus.

Leisure Activities

The following activities are sponsored by Student Life of Broward Community College and are available to all students with a current BCC ID card. There is no additional cost to the student for participation, since these activities are provided by the Student Activities Fees that are paid at the time of registration. *Students should be aware that participation in certain activities carries a degree of risk. Therefore, students are expected to follow any posted safety precautions. Note: The college does not carry insurance to cover accidents which occur during college activities.*

Recreation Activities

BCC Night at Blockbuster Golf & Games

On Monday nights from 7:30 PM, to 10:00 PM, students can choose from and use miniature golf, bumper boats, batting cages, or a golf driving range. Blockbuster Golf & Games is located on SW 136th Avenue, just west of I-595. This event is every Monday night except for holidays, finals week and semester breaks. BCC Night at Blockbuster Golf & Games begin on August 26th and ends on June 9th.

Ice Skating

On Wednesday night students can Ice Skate at the Sunrise Ice Skating Center from 7:30 PM to 10:00 PM. The Sunrise Ice Skating Center is located on Pine Island Road, north of Sunrise Blvd. This event is every Wednesday night except for holidays, finals week, and semester breaks. Ice Skating begins on August 27th and ends on June 10th.

BCC Night at Pine Ridge 8 AMC Movies

On Tuesday Nights, students can go and see a movie at the Pine Ridge 8 AMC Movie Complex in Davie. Students can sign in at 7 or 9 PM and select the movie that they want to see. The complex is located on State Road 84, just west of Pine Island Road. This event is every Tuesday night except for holidays, finals week and semester breaks. Movies night begin on August 28th and ends June 10th.

BCC Night at Grand Prix

On Thursday Nights students can participate in activities at Grand Prix in Dania. These activities include Mini-Golf, NASCARTS, and go-carts. Each student also receives 6 free arcade tokens. Check in is at the Golf Center at Grand Prix every Thursday night from 7:30 PM - 9:30 PM. Grand Prix is located off I-95 between Griffin and Stirling Roads. This event is every Thursday night except for holidays, finals week, and semester breaks. BCC Night at Grand Prix begins on August 29th and ends on June 11th.

BCC Night at Kelly's Billiards

On Thursday night students can go and shoot pool at Kelly's Billiards in Coconut Creek. Students can sign in from 8 to 11 PM and enjoy an evening of billiards. This event is every Thursday night except for holidays, finals week, and semester breaks. Billiard Night begins August 29th and ends on June 11th.

BCC Bowling Night

Students can bowl Friday night at either Davie AMF Lanes or Margate Lanes. Students need to sign in at 11:45 PM at Davie and 9:30 PM at Margate and receive two games and shoe rental. Davie Fair Lanes is located on State Road 84, west of University Drive, and Margate Lanes is on State Road 7 (441) north of Coconut Creek

of Coconut Creek Parkway. This event is every Friday night except for holidays, finals week, and semester breaks. BCC Bowling Night begins on August 30th and ends June 12th.

BCC Night at Buehler Planetarium Laser Light Show

Students can go to the Buehler Planetarium on Central Campus in Davie on Friday and Saturday nights and watch the laser light show. Stop by the planetarium (Bldg. 16) or call 475-6680 for show times and titles. This event is every Friday and Saturday night except for holidays, finals week, and semester breaks. BCC Night at Buehler Planetarium begins on August 30th and ends June 14th.

Tigertail Lake

Every Saturday, beginning September 7th and ending June 14th, except for holidays, finals week, and semester breaks, Tigertail Lake is open for sailing, canoeing and windsurfing. The hours are from noon to 6:00 PM, and students wishing to use a sailboat or Hobie Cat must obtain a skippers card through a Tigertail Lake sailing workshop. Skipper cards are not required for windsurfers or canoes. A current BCC Student ID Card is required and students are welcomed to bring family members.

The Grand Opening of Tigertail Lake for the 1996-97 school year will be Saturday, September 7, 1996 at 1:00 PM. There will be food, music, contests, and prizes. Tigertail Lake is located south of the intersection of Griffin and Ravenswood Roads.



Intramurals

The Intramural program is comprised of competitive leagues and tournaments. The sports available include full court Basketball, Volleyball, Soccer, Softball, Golf, Street Hockey, Bowling, Tennis, Open Gym Time, and Swimming. Other events may be added during the year. The entire Intramural program is open to both men and women and all students, faculty, staff, and administration of the college. The College requires proof of health insurance and Current BCC Student ID for participation in these leagues.

For more information on intramural activities call the Student Life Hotline at 475-6961

COED Full Court Basketball

South Campus - Every Thursday afternoon from 12:30PM to 2:00pm and Tuesday nights from 7:00PM to 10:00PM and students, faculty, and staff members can play basketball in the Gym, Building 65. From September 3rd through December 3rd for Term I and January 7th through April 22nd for Term II.

Central Campus - Every Thursday starting at 7:00PM students, faculty, and staff members can play basketball in the Gym, Building 10. From September 5th through December 5th for Term I and January 9th through April 24th for Term II.

North Campus - Every Tuesday from 11:30AM to 1:30PM from September 3rd through December 3rd. Basketball is held in the Omni Auditorium, Building 60.

COED Volleyball

Central Campus - Every Thursday night from 7:30 to 10:00 PM from September 3rd through December 3rd for Term I and January 7th through April 22nd for Term II. Volleyball is held in the Gym, Building 10.

South Campus - Every Thursday night from 7:00PM to 10:00PM and Monday afternoons from 12:30PM to 2:00PM from December 5th through September 5th for Term I and January 9th through April 24th for Term II. Volleyball is held in the Gym, Building 65.

North Campus - Thursday 11:30AM - 1:30PM from September 5th through December 5th for Term I. Volleyball is held in the Omni Auditorium, Building 60.

Soccer

Central Campus - Every Monday afternoon from September 16th through December 2nd for Term I, and January 13th through April 21st for Term II. The field is located next to the wetland complex, behind Building 22. There is a mandatory players meeting on Thursday, September 12th at 1:30PM for Term I and Thursday, January 16, 1997 at 1:30PM for Term II in the Gym (Bldg 10).

North Campus - Every Tuesday afternoon from September 17th through December 3rd for Term I, and January 14th through April 22nd for Term II. The field is located behind the racquetball courts, facing the Turnpike. There is a mandatory players meeting on Tuesday, September 10th at 1:30PM for Term I and Tuesday, January 14, 1997 at 1:30PM for Term II in the Cafeteria (Bldg. 48).

Flag Football

North Campus - Every Monday afternoon from September 16th through December 2nd for Term I, and January 22nd through April 21st for Term II. The field is located behind the racquetball courts, facing the Turnpike. There is mandatory players meeting on Tuesday, September 10th at 1:30PM for Term I and Tuesday, January 14, 1997 at 1:30PM for Term II in the Cafeteria (Bldg. 48).

Central Campus - Every Wednesday afternoon September 18th through December 4th for Term I, and January 22nd through April 21st for Term II. The field is located next to the wetland complex, behind Building 22. There is a mandatory players meeting on Thursday, September 12th at 1:30PM for Term I and Thursday, January 16, 1997 at 1:30PM for Term II in the Gym (Bldg. 10).

Powder Puff Flag Football

Central Campus - Women's Powder Puff Flag Football is a new activity for 1996. Every Wednesday afternoon from September 18th through December 4th for Term I, and January 22nd through April 21st for Term II. The field is located next to the wetland complex behind Building 22. There is a mandatory players meeting on Thursday, September 12th at 1:30PM for Term I and Thursday, January 16, 1997 at 1:30PM for Term II in the Gym (Bldg. 10). Just as a reminder, the regular flag football league is co-ed.

Tennis\Racquetball League

Central Campus - Every Tuesday afternoon from September 17th through December 3rd for Term I, and January 21st through April 20th for Term II. The courts are located North of Building 10, across from the FAU Modular Complex. A ladder challenge format will be used and there is a mandatory players meeting on Thursday, September 12th at 1:30PM for Term I and Thursday, January 16, 1997 at 1:30PM for Term I and Thursday, January 16, 1997 at 1:30PM for Term II in the Gym (Bldg. 10).

South Campus - Every Thursday afternoon from September 19th through December 3rd for Term I, and January 23rd through April 22nd for Term II. The courts are located west of the Gym, Building 65. A ladder challenge format will be used and there will be a

mandatory players meeting on Wednesday, September 11th at 1:30PM for Term I, and Wednesday, January 15, 1997 at 1:30PM for Term II at the Tennis Courts.

Open Gym

Central Campus - Monday through Friday from Noon to 3:00PM.

South Campus - Fridays from 11:00AM to 1:00PM.

Open Swimming Pool

Central Campus - The swimming pool is open for lap swimming or just to use for relaxation. Call Student Life Intramural Hotline at 475-6961 for dates and times.

Golf Tournament

On October 6, 1996 there will be 18 free holes of golf, including green fees and carts, at the Arrowhead Country Club on Nova Drive in Davie. Check-in begins at 11:30AM with a start time of Noon. This is a faculty/student challenge and winners receive trophies and prizes. A "Longest drive and closest to the pin," contest will also be held. Sign ups will be held beginning September 3rd in the Student Life Office on your Campus.

Driftfishing

Four times a year, September 15, & November 17, 1996 and February 16 & June 1, 1997, the Flamingo Drift Boat is available for BCC students to go driftfishing. The boat sails at 8:00AM and returns at noon from the Bahia Mar Resort at 801 Seabreeze Blvd. in Ft. Lauderdale. **Students should report no later than 7:45am to the BCC representative at the driftboat.** Bait, tackle, and sodas are provided and sign-ups begin three weeks prior to the trip in the Student Life Office.





Rights and Responsibilities

General Expectations

- 1) The student, upon admission, agrees to abide by all College regulations contained in the College Catalog and the Student Handbook, as well as local, state and federal law. In addition, students are expected to exercise common sense, good taste (consistent with contemporary standards of the college community), and applied reason in their quest for an education.
- 2) Students are expected to prefer fact to opinion and to commit themselves to genuine enlightenment rather than to inflexible adherence to limited knowledge.
- 3) Students are expected to respect the rights and welfare of other members of the college community.
- 4) Broward Community College, like most institutions of higher learning, recognizes that a thoughtful and reasoned search for truth can be conducted only in an atmosphere free of intimidation and coercion. Consequently, violence and threat of violence, disruption, and intimidating or jeopardizing actions are unacceptable to the academic community. Students are expected to examine critically, analyze and otherwise evaluate the college, its programs, and its policies and procedures, utilizing processes which appeal to reason and do not compromise the academic climate, mission, or integrity of the institution.
- 5) Students are expected to assume full responsibility for their individual and collective actions and to participate seriously and purposefully in campus life.

Admission to Broward Community College

Broward Community College recognizes and practices the concept of freedom of access to higher education within the context of the normal admission requirements contained in the College Catalog. Prospective students are assured that applications for admission will be judged in a fair and impartial manner using consistently applied established criteria.

Student Academic Freedom and Responsibility

Students are free to take reasoned exception to data and views offered in the classroom and to reserve judgement about matters of opinion, but they are responsible for learning the content of any course for which they are enrolled. The student has a right to a course grade that represents the instructor's professional judgement of his/her performance in the course without personal prejudice, and to protection against improper disclosure of information concerning his/her grades, beliefs, or character which an instructor acquires in the course of his professional association with the student. Judgements of ability and character may be provided under appropriate circumstances, normally with the consent of the student.

The student is responsible for classroom behavior, which is conducive to and does not disrupt the educational process, and for achieving standards of performance established by the instructor. Any kind of audio or video recording of a professor or speaker may be made only with the prior consent of the professor or speaker.

Academic Honesty

Broward Community College expects its students to be honest in all of their academic coursework and activities. Breaches of academic honesty include cheating, plagiarism, misrepresentation, bribery, and

the unauthorized possession of exams, papers, or other class materials that have not been formally released by instructors. A student's academic work must be the result of his or her own thought, research, or self-expression.

Cheating

Cheating includes, but is not limited to, copying homework assignments from another student; working together with another individual on a take-home test or homework when specifically prohibited from doing so by the instructor; looking at text, notes or another person's paper during an examination when not permitted.

Cheating also includes the giving of work or information to another student to be copied and/or used as his or her own. This includes, but is not limited to, giving someone answers to exam questions either when the exam is being given or after having taken an exam; informing another student of specific questions that appear or have appeared on an exam in the same academic term; giving or selling a term paper, report, project or other restricted written materials to another student.

Plagiarism

Plagiarism is the attempt of an individual to claim the work of another as the product of his or her own thoughts, whether the others work is published or the work of a fellow student. Plagiarism includes, but is not limited to, quoting improperly or paraphrasing text or other written materials without proper citation on an exam, term paper, homework, or other written materials submitted to an instructor as the student's own work. Plagiarism also includes handing in a paper to an instructor which was purchased from a term paper service or presenting another person's academic work as that of the student's.

Individual academic departments may provide additional examples of what does and does not constitute plagiarism, provided that such examples do not conflict with the intent of this policy.

Misrepresentation

Misrepresentation is an act or omission with intent to deceive an instructor or college employee. This includes, but is not limited to, lying about family circumstances, employment conflicts or other personal problems in order to gain academic advantage for yourself or others; changing answers on graded material; having another person complete an assignment or take an examination for you.

Bribery

Bribery is the act of offering, giving, receiving or soliciting anything of value to achieve an academic advantage. Bribery includes, but is not limited to, offering, giving, receiving or soliciting money to any other person for the purpose of attempting to obtain assistance that would not have otherwise been provided. This is not to be construed as a violation of a student's right to obtain a tutor.

Consequences

Breaches of Broward Community College's policy on academic honesty may result in academic penalties and/or disciplinary action. At the discretion of the instructor, academic penalties may include, but are not limited to, a failing grade for a particular assignment or a failing grade for a particular course. In addition, the instructor or another BCC employee may refer a student to the Dean of Student Affairs for student disciplinary action in accordance with the BCC Student Handbook. Such discipline may include suspension or expulsion from the College.

HIV and AIDS Related Complex

The College recognizes that HIV infection and AIDS represent a significant public health issue of increasing proportions. A dual program of education/prevention for all students and staff, as well as counseling and other services for those affected by HIV, are provided by the College. Students or employees who are infected or have AIDS are also a concern of the college and are protected by the American's with Disabilities Act. Response to each known case will be according

to its own particular facts. Any student who is HIV infected, or has AIDS, is encouraged to notify the Dean of Student Affairs of any changes in his/her medical condition for which he/she may need special assistance. Any information concerning the infected person's medical condition will be handled as confidential information as established in Florida Statute 381.609 and by the American College Health Association's Recommended Standards and Practices for a College Health Program, Fourth Edition, 1984. "In general, it is recommended that no specific detailed information concerning complaints or diagnosis be provided to faculty, administrators, or even parents without the expressed written permission of that patient in each case. This position with respect to health records is supported by an amendment to the Family Rights and Privacy Act of 1974". Therefore, no person, group, agency, insurer, employer, or institution will be provided with medical or other information without the prior specific written consent of the infected person. Health Science students and any students administering first aid are advised to follow the OSHA guidelines regarding Universal Precautions. On a case-by-case basis, the student being treated will be evaluated to determine the risk of transmission. If necessary, the student may be required to adhere to policies related to "any" communicable disease.

The College will seek to work cooperatively with all appropriate community, health/mental health organizations, and agencies in order to provide programs responsive to this policy.

Alcohol use, Marketing and Promotion

In view of the public opinion and legislative action involving alcohol abuse, the following policies are established regarding both the use of alcohol and marketing practices associated with alcoholic beverages at BCC.

- 1) Alcoholic beverage advertising on campus or in institutional media, including promotion of events as well as products, should not portray drinking as a solution to personal or academic problems of

students or as necessary to social, sexual, or academic success.

2) Informational marketing programs should include educational material regarding responsible and legal use of the product represented.

3) No sampling of alcoholic beverages during campus marketing programs is permitted.

4) Alcoholic beverages are not to be provided for awards to individual students or student organizations.

5) Promotional activities should not be associated with existing campus events without prior knowledge and consent of the Director of Student Life.

6) Local off-campus promotional activities, primarily directed at students, must be developed in consultation with the Director of Student Life.

7) Consumption or storage of alcoholic beverages on or in college property will not be permitted. This includes any college facility, boat, or vehicle.

8) Consumption of alcoholic beverages by students during a college sponsored trip is not permitted.

9) During the promotion of off-campus events where alcoholic beverages will be available, advertisement of the availability of alternative nonalcoholic beverages must be provided on all promotional materials.

10) During the college sponsored events at off-campus facilities where alcoholic beverages are available, the college does not support or promote alcoholic consumption by students.

11) Student organizations who, on their own time in the name of the

organization sponsor off-campus events where alcoholic beverages are available, must also have alternative beverages available. The college is in no way responsible for these events.

Anti-hazing Policy

Broward Community College prohibits any acts of hazing on or off campus by individual students, student groups or organizations, or any other individuals or groups associated with the college. The college defines hazing in a manner consistent with Florida Law 81-263 as follows:

Any action or situation which recklessly or intentionally endangers the mental or physical health or safety of a student for the purpose of initiation or admission into or affiliation with any organization operating under the sanction of Broward Community College. Such terms shall include, but not be limited to any brutality of a physical nature, such as: whipping, beating, branding, forced calisthenics, exposure to the elements, forced consumption of any food, liquor, drug, or other substance, or any other forced physical activity which could adversely affect the physical health or safety of the individual and shall include any activity which would subject the individual to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct or any forced activity which would result in extreme embarrassment or which could adversely affect the mental health or dignity of the individual.

Any activity as described above upon which the initiation or admission into or affiliation with a community college organization is directly or indirectly conditioned shall be presumed to be a "forced" activity, the willingness of an individual to participate in such activity notwithstanding.

The enforcement of this policy shall be the responsibility of the Vice President for Student Affairs who shall promulgate and distribute specific rules at least once each year in a manner consistent with

College policy. Additionally, each student organization at Broward Community College shall adopt bylaws which specifically declare intent to adhere to this policy.

Individuals who violate this policy shall be subject to disciplinary procedures and penalties outlined on Policy 6Hx2-5.06 and Procedure A6Hx2-5.06.

Organizations or other college groups who are accused of violating this policy shall be afforded a hearing before the College Discipline Committee. In the event guilt is determined, the committee may recommend monetary fines, suspension of campus privileges, suspension of all activities or expulsion of the organization from the institution.

Appeal Procedure (Attendance Policy or Grades)

A student may appeal the application of the given faculty member's attendance policy or a grade given by the faculty member using the following procedure:

- A written appeal must be given to the faculty member involved no later than six weeks after the close of the term in which the grade was awarded. The written statement shall set forth in specific detail the basis of the appeal.
- The faculty member shall respond within five working days of the receipt of the appeal.
- If the appeal is not resolved, the student may appeal within five working days of the rendering of the faculty member's decision to an ad hoc committee to be formed as follows: the faculty member involved shall select a full-time teaching faculty member, the student appealing shall select a full-time teaching faculty member, and the two faculty members so selected shall select a third full-time teaching faculty member (chair). This ad hoc committee shall hear the case and render a decision within five working days unless by mutual agreement there is an extended period.

- Should either the affected student or faculty member be displeased, either may appeal it within five working days to an administrative committee constituted as follows: the appropriate department head, Dean of Academic Affairs of the campus from which the the complaint is made , and Provost (chair) of the same campus. In the event the appeal is in the Center for Health Science Education, the administrative committee shall be constituted as follows: the appropriate department head, the Executive Director for the Center for Health Science Education as well as a faculty member in a related discipline.
- Upon receipt of the appeal, the ad hoc administrative committee shall render a decision within five working days.
- If upon the receipt of the decision either party desires to appeal it to the President of the College or his /her designee, the appeal in writing shall be made within five working days of the receipt of the decision.
- If an appeal from this decision is made, it shall be made five working days to the BCC Board of Trustees who shall consider the appeal at the next regular meeting.
- The decision of the BCC Board of Trustees is final.

Class Attendance Policy

The College believes class attendance has a major role in the teaching/ learning process and, therefore, expects students to attend classes regularly and on time. Expectations to this are set forth below.

Faculty Responsibilities

It is the responsibility of each faculty member to formulate an attendance policy for the course he/she teaches and to ensure that this policy is communicated in writing in the course syllabus within the first week of class meetings. Members of the College's staff are expected to exercise good judgment in the formulation, implementation, and application of his/her policies.

Non-Penalized Absences

There shall be no penalty for a student who is absent from academic activities because of religious holy day observances in his/her own faith, the student's serious illness, death in the immediate family, or attendance to statutory governmental responsibilities.

Student Responsibilities

A student shall notify instructors in advance of an absence(s) to observe a religious holy day(s) in his/her own faith, and shall likewise notify instructors in advance of other absences when applicable under the circumstances. "Death in the immediate family" shall be interpreted to mean mother, father, spouse, child, brother, sister, grandparents, or grandchildren. "Statutory governmental responsibilities" refer to such matters as jury duty, subpoena for court appearance, or unplanned military obligation. Documentation for non-penalized absences shall be presented by the student should the faculty member request it.

Students shall be responsible for the material covered in their absence(s) and shall be granted a reasonable amount of time to make up any work or test missed for permitted absences.

Should a student see a difficulty in observing the policy in his/her class, contact shall be made with the faculty member involved within the first week of class to work out an alternate arrangement. If this is not possible, then the student may seek an alternate class, where applicable, that accommodates his/her requirements.

Excessive Absences

Excessive absences from any course, regardless of the reason, may result in withdrawal of the student from the course and/or necessitate that the student repeat the course.

Policy statement governing classes with special instructional requirements: Attendance requirement shall conform to applicable accreditation standards, licensure requirements, or other instructional requirements. Although the make up of laboratory or clinical classes

may not be possible, non-punitive provisions will be made for absences caused by serious illness, religious observances, or other approved reasons. This may include giving a student a "W" or "I" grade.

Appeals

A student may appeal a faculty member's attendance policy, or the application thereof, by following the procedure for appeals concerning grades which is set forth in Policy 6Hx2-4.27.

Community College Transfer Guarantees

Graduates with an Associate of Arts (A.A.) degree are guaranteed certain transfer rights under the Florida Articulation Agreement, Rule 6A10.024. Broward Community College graduates in an A.A. degree program, seeking admission to a Florida Public University will enjoy these benefits:

- 1) Guaranteed admission to one of the state universities, but not necessarily to a limited access program.
- 2) All credits earned toward the A.A. degree will transfer to the university.
- 3) The university catalog in effect the year the A.A. degree student enrolled at BCC will remain in effect, provided enrollment is continuous.
- 4) When the general education core is completed at BCC, a state college or university may not require additional general education courses.
- 5) The receiving university must award equivalent credit for courses successfully completed at Broward Community College for courses in the Statewide Course Numbering System.

6) Accelerated credits (CLEP, dual enrollment, etc.) earned at BCC will be transferable to a state university.

The receiving university reserves the right to determine what courses must be taken for a baccalaureate degree. All A.A. degree credits, although transferred, may not satisfy some specific program prerequisites. A student transferring before completion of the A.A. degree does not have the above guarantees.

Students who believe that these guarantees are denied during transfer should file a written appeal with the Vice President for Student Affairs at BCC.

Student Disciplinary Procedures

The administration of student discipline is flexible and is consistent with the philosophy and educational objectives of Broward Community College. In those cases, not likely to result in a termination of the student's relationship with the college, the campus Dean of Student Affairs shall have responsibility for the administration of student discipline and may impose varying degrees of disciplinary probation. Disciplinary probation may include, but is not limited to, any of the following sanctions:

Written reprimand, loss of certain campus privileges including participation in intercollegiate and intramural activities, student organizations, student government; entry on the permanent record; compulsory class attendance; monetary fines; penalty work hours; and notification of parents if the student is under 18 years of age.

The campus Dean of Student Affairs may refer cases to the Vice President for Student Affairs for further action. In all cases the Vice President for Student Affairs shall decide whether a case is to be considered by the College Discipline Committee.

College Discipline Committee

The Discipline Committee will be composed of five members as follows: three from the Academic Standards Committee, one student and chaired by the designated College Hearing Officer. These members will be appointed by the Academic Standards Committee Chairperson at the beginning of the school year. Four alternates will also be selected.

The Committee will meet on an "as needed" basis to review and make recommendations to the Vice President for Student Affairs regarding student discipline issues.

In more serious cases, likely to result in the suspension or expulsion of the student from the academic community, the Discipline Committee shall have primary authority.

In cases in which a student's physical or emotional safety is jeopardized, or when the general safety of other members of the College community or College property is threatened, or when the orderly progression of lawful educational objectives of the College are jeopardized, the student may be removed from the campus community by the President or his designated representative pending a hearing.

In all cases, rights of the students and of Broward Community College shall be protected. The following procedures are designed to provide for this protection.

Dismissal of Students with Mental Disorders

All referrals for immediate intervention with a disruptive student will be made to the appropriate Campus Dean of Student Affairs. The Dean will assess the student's condition and if further evaluation is needed will consult with the Vice President for Student Affairs. The

Dean and the Vice President will determine whether an evaluation with an agency consultant is necessary and the Vice President or his designated representative will make the referral to a professional clinician for psychological and/or psychiatric evaluation. The student will be informed of the reason(s) that he/she is being referred for the evaluation and that the College will assume evaluation expenses if the student does not have financial means. The result of the evaluation will be used by the Vice President, the Dean, and other appropriate staff in determining the student's enrollment status with the College.

Due Process

1) The student and all parties involved, including appropriate College officials, shall be notified in writing of the alleged violation. Both parties must submit a list of witnesses, if applicable, to the College Hearing Officer no later than 24 hours, prior to the hearing. Written notification will contain a detailed description of the charges, a list of witnesses, if any, and the time, date and place of the hearing. The hearing shall be held no earlier than 48 business hours from the date of notice. In some cases the student may waive his/her right to a hearing and elect to accept the decision of the appropriate campus Dean of Student Affairs.

2) The student may continue to attend classes and college activities until the administrative hearing is held by the College Discipline Committee and pending any appeal at the discretion of the Vice President for Student Affairs.

3) The student is entitled to speak at the administrative hearing and to have an advisor of his/her choice present.

4) The student may ask questions of any College official or witness at the hearing and may introduce any evidence relevant to his/her case.

5) The College reserves the right to conduct the hearing in a formal or informal manner and may follow any procedure which incorporates fair play and the elements of due process.

6) The student may request a written report on the results and findings of the hearings. Such a report shall be issued within three business days following the decision of the Vice President for Student Affairs.

(7) The College will keep a record of the proceedings which will be made available to the student in event of an appeal.

8) Any student who is suspended or expelled from Broward Community College by action of the BCC Discipline Committee and approved by the Vice President for Student Affairs shall have the right to appeal said decision to the President.

- The appeal must be made in writing and in all cases shall be filed no later than the fifth school day following the student's receipt of the Committee's decision.

- Within three days after the receipt of an appeal, the President shall appoint a three-member ad hoc Appeals Committee composed of disinterested faculty who shall inquire fully into the case and make a recommendation to the President. In some cases an ad hoc committee and/or the student may elect to proceed de novo, thus affording the student an opportunity to present his case in full for a second hearing. In all cases the elements of due process described above shall apply.

- The President's ad hoc Appeals Committee, after a full and complete review and investigation, shall make its recommendation to the President, and he in turn will render a decision within three days.

- Any student who is dissatisfied with the President's decision may file a written appeal through the President to the BCC Board of Trustees.

- The decision of the BCC Board of Trustees shall be final.

Broward Community College Statement for Students on the Unlawful Possession, Use, or Distribution of Illicit Drugs and Alcohol

Standards of Conduct

Florida Statutes declare that it is unlawful for any person under 21 years of age to possess or consume alcoholic beverages. Consequently, no one under the legal drinking age may consume, or possess alcohol on College properties or as part of any College activity.

The College specifically prohibits on campus, the possession, sale, exchange, consumption or giving away of any beverage of alcoholic content, and any stimulant, depressant, narcotic or hallucinogenic drug or agent having potential for physical or mental abuse, except on prescription by a physician or dentist. Florida law requires the automatic expulsion of a student who is adjudicated guilty of unlawful possession of any narcotic drug, central nervous system stimulant, hallucinogenic drug, or barbiturate. Furthermore, servers can be held liable for damage caused by underage drinkers to whom they provided alcoholic beverages.

Legal Sanctions - Alcohol Offenses

Possession or attempt to purchase alcohol by a person under the age of 21 (first offense)

Typical penalty: \$100 fine, 6 month probation,
100 hours community service
Maximum penalty: 60 days jail, \$500 fine

Using a false driver's license I.D. or allowing someone to use your drivers license for an I.D. (first offense)

Typical penalty: \$100 fine, 6 month probation,
100 hours community service
Maximum penalty: 60 days jail, \$500 fine

Providing alcohol to a person under the age of 21 (first offense)

Typical penalty: \$500 fine, possible probation

Maximum penalty: 60 days jail, \$500 fine

Legal Sanctions-Illicit Drug Offenses

The penalty for possession is 60 days in jail and a \$500 fine. Anyone selling a controlled substance within 200 ft. of a community college campus shall be subject, upon conviction, to a mandatory 3 year prison term.

Risks Associated With the Use of Illicit Drugs and the Abuse of Alcohol

Alcohol consumption causes a number of marked changes in coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Moderate doses of alcohol may increase the incidence of a variety of aggressive acts, including murder, rape, armed robbery, vandalism, spouse and child abuse, and drunk driving. High doses of alcohol often cause marked impairment in higher mental functions, severely altering a person's ability to learn and remember information and make judgements.

Impaired judgement as a consequence of alcohol use is linked to the acquisition of sexually transmitted diseases including AIDS among college students in the United States.

Heavy use of alcohol may cause chronic depression and suicide and is also closely associated with the abuse of other drugs. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects described. The use of even small amounts of alcohol by pregnant women can damage their fetus.

Long term heavy alcohol use can cause digestive disorders, cirrhosis of the liver, circulatory system disorders and impairment of the central nervous system, all of which lead to early death. Repeated use

of alcohol can lead to dependence, particularly in persons with one or more parents or grandparents who were problem drinkers. At least 15-20% of heavy users will eventually become problem drinkers. Alcohol intake by alcoholics is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions, which can be life threatening.

Illicit drugs all have some health-threatening qualities - some more than others. Examples are lung damage for marijuana, central nervous system for drug users. Regular abuse of these substances generally causes nervous system disorders for cocaine, heroin, and hallucinogens, and liver damage for inhalants. Dependence and addiction are a constant threat to users. AIDS is widely spread among intravenous drug users. Regular abuse of these substances generally exposes users to criminal elements who influence users to become involved in criminal activities in addition to their already illegal drug use.

**Information on Alcohol and Drugs
and Treatment Referral**

Any Broward Community College student who suspects he/she has a substance abuse problem is encouraged to seek assistance from any College counselor or Dean of Student Affairs. The student is assured that such assistance is always provided with total confidentiality and may, with the student's consent, lead to confidential referral to appropriate professional agencies in the community.

College Disciplinary Sanctions for Alcohol/Drug Offenses

Students violating this policy are subject to probation, suspension and expulsion from the College and may include referral for prosecution.

Campus Referral Telephone Numbers

| | | |
|-------------|---------------------|----------|
| Ron Narel | Central Campus..... | 475-6528 |
| Bill Baker | North Campus..... | 973-2311 |
| Ione Turpin | South Campus..... | 963-8879 |

The Broward Alcohol and Drug Abuse Rehabilitation Center's phone number is 765-4638.

Petitioning The Academic Standards Committee

The Academic Standards Committee's role at Broward Community College is to consider exceptions to the catalog procedures and establish academic policies.

Student Appeal Procedures:

- 1) Obtain an Academic Standards Petition from an academic advisor or a counselor.
- 2) Complete the petition with explicit rationale pertaining to the request.
- 3) Include all pertinent and relevant documentation, i.e., medical explanations, course outlines, transcripts from previous institutions, etc.
- 4) If the petition is a request for admission while on suspension or dismissal from another institution, the student must include a letter of support to attend Broward Community College from the previously attended institution.
- 5) The student must obtain the signatures of the advisor or counselor and the campus Dean of Student Affairs or the Dean of Academic Affairs.
- 6) Petitions should be received at the Fort Lauderdale Center no later than one week prior to the Academic Standards Committee's published meeting dates. Exceptions must be cleared through the campus Dean of Student Affairs, the Dean of Academic Affairs, or the College Registrar at the Fort Lauderdale Center.

7) Academic Standards Committee meeting dates, places, and times may be obtained from the offices of Student Affairs on each campus. The meetings are generally in the afternoons and last approximately three hours.

8) It is strongly recommended that students be present for the Academic Standards meeting, if at all possible. In cases such as suspension or dismissal from BCC or another college, students will be required to attend the meeting. All students will be notified of the time and place of the meeting.

9) Each petition is carefully reviewed and a recommendation is made by the committee to the Vice President for Student Affairs. The Vice President then approves or disapproves the actions of the Academic Standards Committee.

10) Written notification of the results of the petition will be given to the student by the Registrar's Office of Broward Community College at the Fort Lauderdale Center.

Sexual Harassment

The policy on sexual harassment defines such sexual harassment, and the following procedures set forth the conduct personnel shall observe in preventing or in dealing with instances of sexual harassment.

Within the college, a supervisor, faculty member, or administrator who uses implicit or explicit coercive sexual behavior to control, influence, or affect the career, salary, or job of an employee or student is engaging in sexual harassment. Similarly, an employee of the college who acts in this manner in the process of conducting college business is engaging in sexual harassment. In addition, any faculty member, staff members, or administrator who participates in deliber-

ate or repeated unsolicited verbal comments, gestures, or physical contact of a sexual nature which are unwelcome and interfere with the work productivity of an employee or academic performance of a student is also engaging in sexual harassment.

Smoke Free Environment

Students and faculty at Broward Community College have the right to an atmosphere free from the adverse effects of cigarette smoke. Therefore, the following areas are designated as nonsmoking throughout the college: classrooms, restrooms, hallways not accessible to open air, elevators, libraries, laboratories, conference/seminar rooms, and all other areas so designated by signs posted by college authorities. Any person wishing to report a student or faculty member in violation of this policy may do so by making the report with the Dean of Students of the campus on which the infraction occurred.

Standards of Conduct

As a member of the college community, a student is expected to act responsibly in all areas of personal and social conduct. In addition to the general expectations included elsewhere in this document, students are expected to observe the academic and behavioral regulations found in the College Catalog and in this handbook. Violations of the standards of conduct contained herein will, in most cases, be treated as college disciplinary matters. However, in certain situations, the application of criminal and civil law and/or the injunctive process will be employed in order to preserve the system of order and freedom necessary for the maintenance of an educational environment. Any individual or group action which results in or threatens denial of any of the following may result in the application of criminal or civil law or an injunction: destruction or illegal occupation of college property; trespassing; personal jeopardy to any member or guest of the college community.

Student Records

The nature of an educational institution requires that records be kept. However, students are assured that no records shall be made or retained unless there is a legitimate need for the information contained therein. The confidentiality of a student's record will be protected and information will be released only to authorized members of the college community. A student shall have the right to inspect his own official transcript and to authorize the college to release information to extra-college sources.

Information of a counseling or nonacademic nature shall not be made available to any extra-college person without written authorization from the student, except in the case of applicable federal and state laws and court orders which compel the release of information, or in cases that involve the safety of persons or property. Information of this type may be released to faculty and administration on a need-to-know basis in circumstances in which the student's development or welfare might be facilitated.

Theft, Firearms, Drugs, or Alcoholic Beverages

Broward Community College prohibits the possession or use of firearms, fireworks, or lethal weapons on campus. The possession or use of any such device may result in disciplinary action by the college. In no event, however, shall the individual's status as a student protect him from his responsibilities to the applicable local, state or federal laws. Offenses involving theft, and the use or possession of firearms, lethal weapons, drugs, and alcoholic beverages are essentially civil matters which address themselves to the discretion of the local, state and federal authorities, but may subject the professor or user to college discipline when such offenses and their effects adversely interfere with the well being of, or reflect on, the college or members of the college community.

Students Right To Know

The College is providing the following statistics regarding campus crime as mandated by the Florida Right To Know Act. During 1992 the following criminal offenses occurred on BCC's campuses:

| | |
|------------------------------------|----|
| Aggravated Assault..... | 6 |
| Burglary/Breaking & Entering | 44 |
| Homicide Offenses | 0 |
| Larceny/Theft Offenses..... | 63 |
| Motor Vehicle Theft | 11 |
| Robbery..... | 1 |
| Sex Offenses, Forcible..... | 1 |

Audio and Video Recording of Lectures

Any kind of audio or video recording of a professor or speaker may be made only with the prior permission and consent of the professor or speaker.

Statement for Children On Campus

Broward Community College as an open-door institution, welcomes visitors to all of its campuses as long as the visitors' purposes are consistent with the educational mission and climate of the college and their presence does not compromise their own safety or the safety of others.

Children are welcome in college child care facilities (currently at North campus), but they must not be left unsupervised in any other locations including hospitality centers, hallways, libraries, cafeterias, classrooms, common areas and parking lots. The college cannot accept responsibility for the safety and supervision of children unless they are enrolled as a student in a special program or an authorized on-campus child care facility. Registered students desiring child care for their children should visit a Student Financial Services office or

the Dean of Student Affairs of their campus.

Any child found on campus in the absence of parental supervision shall be turned over to the Florida Department of Health Rehabilitative Services or other appropriate authorities.

The presence of children in a classroom (or others not officially registered for a class) can be disruptive to the teaching process. Consequently, unless specifically authorized by the course professor, unregistered persons will be asked to leave the classroom.

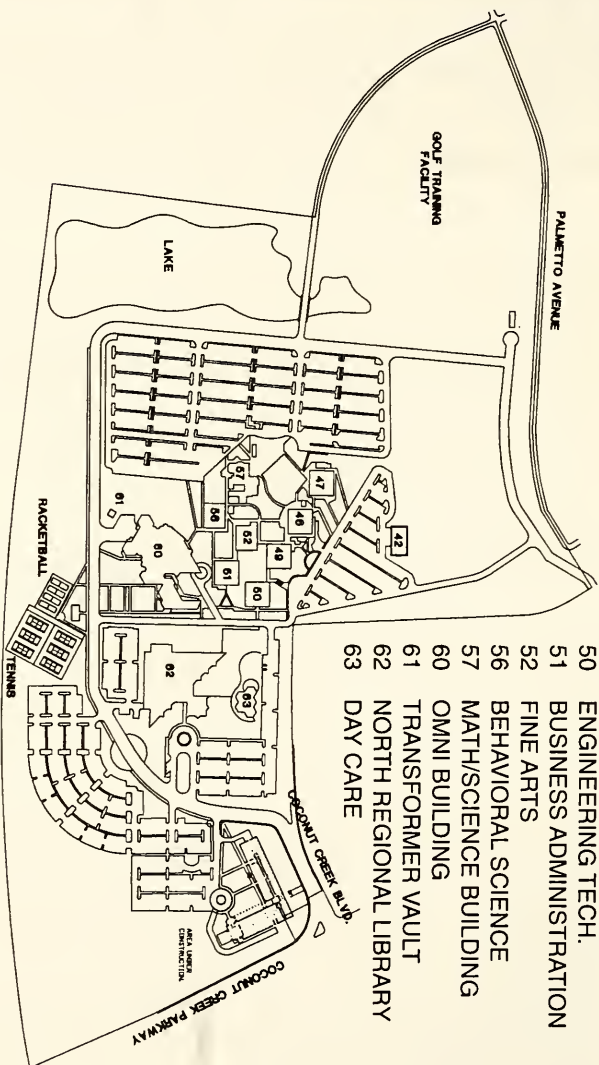


Telephone Directory

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Map of North Campus

North Campus

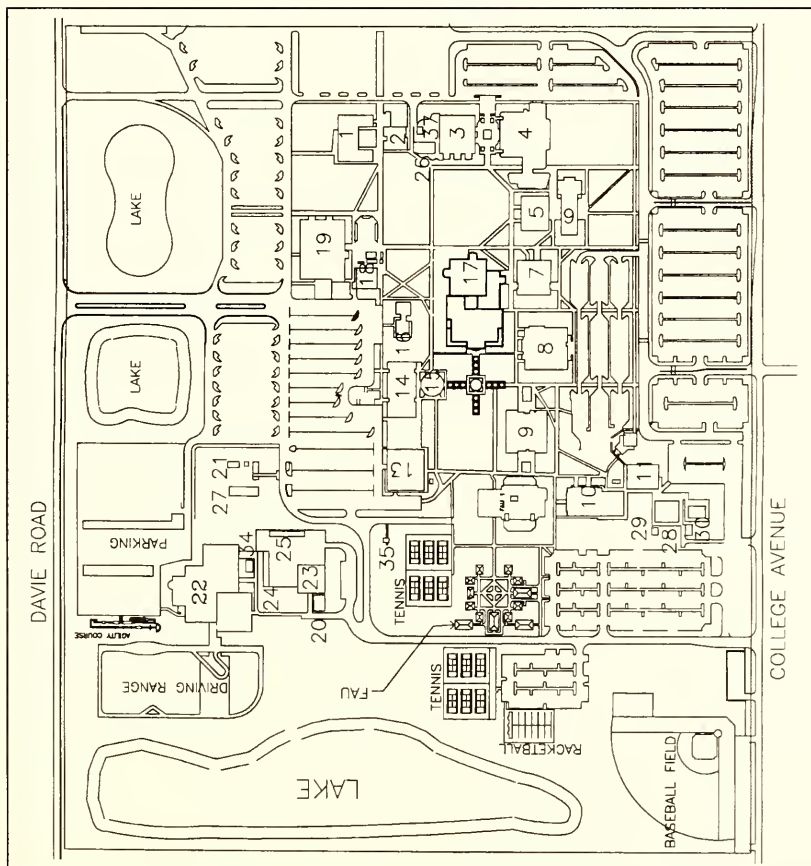


- | NO. | FACILITY NAME |
|-----|-------------------------|
| 41 | HEALTH SCIENCE |
| 42 | CENTRAL UTILITY PLANT |
| 47 | OCCUPATIONAL CLASSROOM |
| 48 | STUDENT SERVICES |
| 49 | NORTH REGIONAL LIBRARY |
| 50 | ENGINEERING TECH. |
| 51 | BUSINESS ADMINISTRATION |
| 52 | FINE ARTS |
| 56 | BEHAVIORAL SCIENCE |
| 57 | MATH/SCIENCE BUILDING |
| 60 | OMNI BUILDING |
| 61 | TRANSFORMER VAULT |
| 62 | NORTH REGIONAL LIBRARY |
| 63 | DAY CARE |

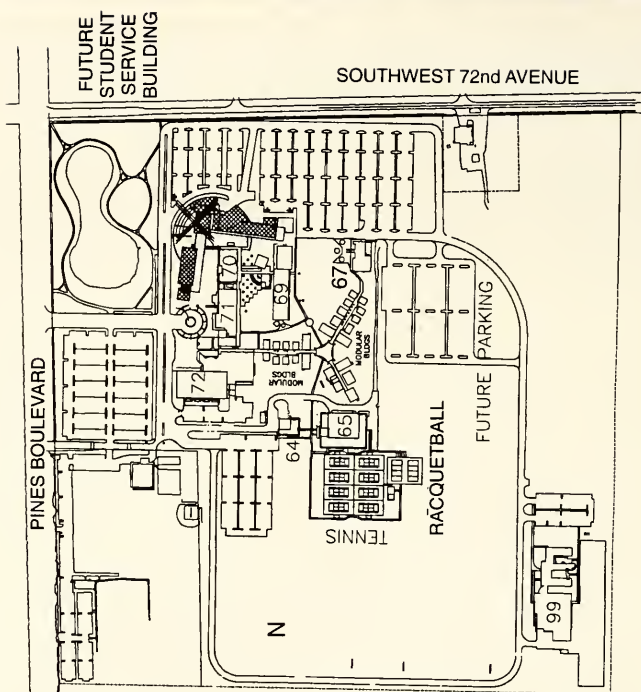
Map of Central Campus

LEGEND

- 1 Joe B. Rushing Hall
- 2 Data Computer Sciences
- 3 Fine Arts
- 4 Bailey Concert Hall
- 5 Chester Handelman Faculty Lecture
- 6 John H. Payne Hall
- 7 Center for Health Services
- 8
- 9 Gene A. Whiddon Hall
- 10 George M. Mayer Gym
- 11 Men's Locker Room
- 13 Technical Building
- 14 Science
- 15 Science Rotunda
- 16 Planetarium
- 17 University/College Library
- 18 Bookstore
- 19 Robert E. Ferris Center Cafeteria
- 20 Bookstore Administration
- 21 Horticulture
- 22 Criminal Justice Institute
- 23 Physical Plant
- 24 Repair Building
- 25 Ground Equipment
- 26 Thermal Storage Plant
- 27 Storage Building
- 28 Aquatic Complex
- 29 Aquatic Toilets
- 30 Aquatic Pump House
- 34 Crime Scene Lab
- 35 Observatory
- 36 n/a
- 37 Electric Vault
- 38 FAU Modulars A thru M
- FAU 49 FAU and FIU College of Liberal Arts



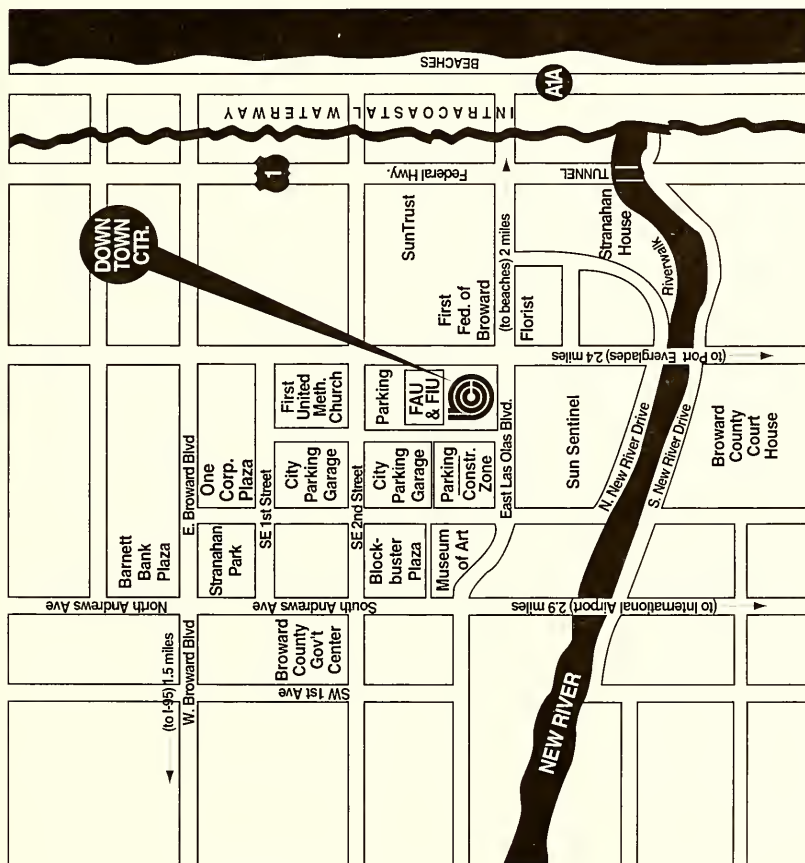
Map of South Campus



South Campus

| NO. | FACILITY NAME |
|-------|------------------------|
| 64 | UTILITY PLANT |
| 65 | GYMNASIUM |
| 67 | BOOKSTORE |
| 69 | CLASSROOM BLDG. |
| 70 | TECHNICAL BLDG. |
| 71 | SCHLESINGER HALL |
| 72 | SOUTH REGIONAL LIBRARY |
| 74-89 | MODULAR BUILDINGS |
| 99 | AVIATION |

**DOWN
TOWN
CTR.**



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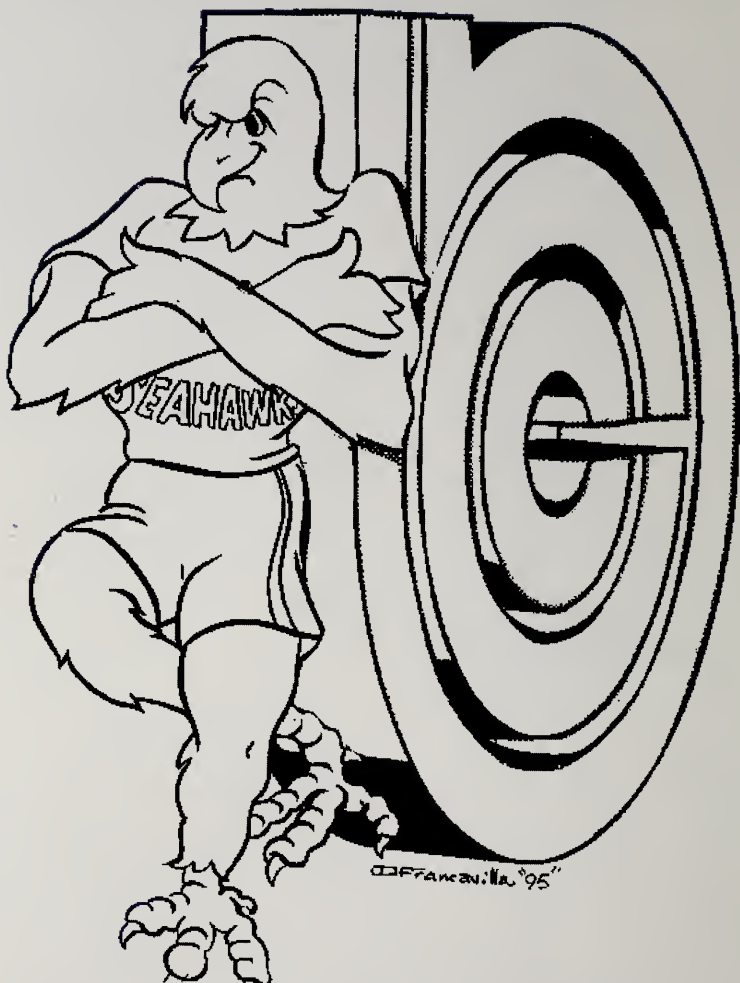
Eleanor Quinlan

The Observer

Student Life reserves the right to edit the articles in this book.

Some articles have been edited due to space considerations.





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